



General Purposes Committee

Anderson Room, City Hall
6911 No. 3 Road

Tuesday, September 5, 2017
4:00 p.m.

Pg. # ITEM

MINUTES

- GP-6** *Motion to adopt the minutes of the meetings of the General Purposes Committee held on **July 17, 2017** and **July 24, 2017**.*



COMMUNITY SAFETY DIVISION

1. **FEASIBILITY OF RUNNING THE STEVESTON INTERURBAN TRAM**
(File Ref. No. 11-7000-01) (REDMS No. 5494486)

GP-28

See Page GP-28 for full report

Designated Speaker: Jane Fernyhough

STAFF RECOMMENDATION

That \$50,000 be allocated from Council Contingency to undertake a feasibility study that includes a business case analysis (including cost vs. benefits) and transportation and engineering analysis of the operation of the tram running between the existing tram building at No.1 Road and Moncton Street and the Gulf of Georgia Cannery, as well as further work including determining the capital and operating costs required for the tram itself.



FINANCE AND CORPORATE SERVICES DIVISION

2. **DIGITAL STRATEGY – STATUS UPDATE 2017**

(File Ref. No.) (REDMS No. 5494368 v. 2)

GP-38

See Page GP-38 for full report

Designated Speaker: Grant Fengstad

STAFF RECOMMENDATION

That Attachment 1 to the staff report, “ Digital Strategy – Status Update 2017” dated August 4, 2017 from the Director, Information Technology be endorsed and made available to the community through the City’s website and various communication tools including social media channels to promote and increase awareness of the City’s progress towards achieving its digital goals.



3. **APPLICATION TO AMEND FOOD-PRIMARY LIQUOR LICENCE – CHINA HOUSE SEAFOOD RESTAURANT INC. DOING BUSINESS AS: CHINA HOUSE SEAFOOD RESTAURANT, UNIT 1008-8300 CAPSTAN WAY**

(File Ref. No. 12-8275-30-001) (REDMS No. 5486582)

GP-64

See Page GP-64 for full report

Designated Speaker: Carli Edwards

STAFF RECOMMENDATION

(1) *That the application from China House Seafood Restaurant Inc., for an amendment to increase their hours of liquor service under Food Primary Liquor Licence No. 304813 from 9:00 a.m. to Midnight, Monday to Sunday to 9:00 a.m. to 2:00 a.m. Monday to Sunday, be supported and that a letter be sent to the Liquor Control and Licensing Branch advising that:*

- (a) *Council supports the amendment for an increase in liquor service hours as the increase will not have a significant impact on the community;*
- (b) *The total person capacity will remain the same at 188 persons;*
- (c) *Council’s comments on the prescribed criteria (set out in Section 53 of the Liquor Control and Licensing Regulations) are as follows:*

- (i) *The potential for additional noise and traffic in the area was considered;*
- (ii) *The impact on the community was assessed through a community consultation process; and*
- (iii) *Given that there has been no history of non-compliance with the operation, the amendment to permit extended hours of liquor service under the Food Primary Liquor Licence should not change the establishment such that it is operated contrary to its primary purpose;*
- (d) *As the operation of a licenced establishment may affect nearby residents the City gathered the view of the residents as follows:*
 - (i) *Property owners and businesses within a 50 meter radius of the subject property were contacted by letter detailing the application, providing instructions on how community comments or concerns could be submitted; and*
 - (ii) *Signage was posted at the subject property and three public notices were published in a local newspaper. This signage and notice provided information on the application and instructions on how community comments or concerns could be submitted; and*
- (e) *Council's comments and recommendations respecting the view of the residents are as follows:*
 - (i) *That based on the number of letters sent and the three responses received from all public notifications, Council considers that the amendment is acceptable to the majority of the residents in the area and the community.*



4. **POLICY FOR LANGUAGE ON SIGNS**

(File Ref. No. 01-0005-00) (REDMS No. 5498409)

GP-74

See Page GP-74 for full report

Designated Speaker: Carli Edwards

STAFF RECOMMENDATION

That the new Council Policy titled “Language on Regulated Signs”, which encourages the cooperative use of the English language on all regulated signage, be approved.



5. **APPLICATION TO AMEND FOOD-PRIMARY LIQUOR LICENCE AND TO ADD PATRON PARTICIPATION ENDORSEMENT - THE CANADIAN BREW HOUSE (RICHMOND) LTD. DOING BUSINESS AS: THE CANADIAN BREWHOUSE & GRILL, 4755 MCCLELLAND ROAD**

(File Ref. No. 12-8275-30-001) (REDMS No. 5500912)

GP-78

See Page GP-78 for full report

Designated Speaker: Carli Edwards

STAFF RECOMMENDATION

- (1) *That the application from The Canadian Brew House (Richmond) Ltd., doing business as The Canadian Brewhouse & Grill, for an amendment to increase their hours of liquor service under Food Primary Liquor Licence No. 307407 from 9:00 a.m. to Midnight, Monday to Sunday; to 9:00 a.m. to 2:00 a.m. Monday to Sunday and a request to add Patron Participation Endorsement, be supported and that a letter be sent to the Liquor Control and Licensing Branch advising that:*
- (a) *Council supports the amendment for an increase in liquor service hours;*
 - (b) *Council supports the request for a food-primary patron participation entertainment endorsement to midnight as these amendments will not have a significant impact on the community;*
 - (c) *The total person capacity will remain the same at 246 persons indoor and 38 persons for the outdoor patio;*
 - (d) *Council's comments on the prescribed criteria (set out in section 53 of the Liquor Control and Licensing Regulations) are as follows:*
 - (i) *The potential for additional noise and traffic in the area was considered;*
 - (ii) *The impact on the community was assessed through a community consultation process; and*
 - (iii) *Given that there has been no history of non-compliance with the operation, the amendment to permit extended hours of liquor service and patron participation entertainment endorsement, under the Food Primary Liquor Licence, should not change the establishment such that it is operated contrary to its primary purpose;*

- (e) *As the operation of a licenced establishment may affect nearby residents the City gathered the view of the residents as follows:*
 - (i) *Property owners and businesses within a 50 meter radius of the subject property were contacted by letter detailing the application, providing instructions on how community comments or concerns could be submitted; and*
 - (ii) *Signage was posted at the subject property and three public notices were published in a local newspaper. This signage and notice provided information on the application and instructions on how community comments or concerns could be submitted; and*
- (f) *Council's comments and recommendations respecting the views of the residents are as follows:*
 - (i) *That based on the number of letters sent and only one response received from all public notifications, Council considers that the amendments are acceptable to the majority of the residents in the area and the community.*



6. **BUSINESS REGULATION BYLAW NO. 7538, AMENDMENT
BYLAW NO 9743 8181 CAMBIE RD UNIT 1000**
(File Ref. No. 12-8275-01) (REDMS No. 5464884)

GP-87

See Page GP-87 for full report

Designated Speaker: Carli Edwards

STAFF RECOMMENDATION

That Business Regulation Bylaw No. 7538, Amendment Bylaw No. 9743 which amends Schedule A of Bylaw No. 7538, to remove the address of 7951 Alderbridge Way Unit 140 and replace with the address at 8181 Cambie Rd Unit 1000 among the sites that permit an Amusement Centre to operate, to permit the business Esport to relocate, be given first second and third readings.



ADJOURNMENT





General Purposes Committee

Date: Monday, July 17, 2017

Place: Anderson Room
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair
Councillor Chak Au
Councillor Derek Dang
Councillor Carol Day
Councillor Ken Johnston
Councillor Alexa Loo
Councillor Bill McNulty
Councillor Linda McPhail
Councillor Harold Steves

Call to Order: The Chair called the meeting to order at 4:00 p.m.

MINUTES

It was moved and seconded

That the minutes of the meeting of the General Purposes Committee held on July 4, 2017, be adopted as circulated.

CARRIED

FINANCE AND CORPORATE SERVICES DIVISION

1. **AWARD OF CONTRACTS THROUGH RFP TO RADICAL I/O TECHNOLOGY INC.**

(File Ref. No. 04-1300-01/2017) (REDMS No. 543291 v. 4)

With the aid of a PowerPoint presentation (copy on file, City Clerk's Office), Grant Fengstad, Director, Information Technology, provided background information and highlighted that the customer web portal and digital strategy integration will enhance customer service and extend the reach of City services into the digital space.

General Purposes Committee

Monday, July 17, 2017

In reply to queries from Committee, Mr. Fengstad advised that (i) external customers are currently the focus of the City's digital strategy, (ii) a privacy impact assessment has been conducted and the City will meet all provincial legislative requirements, and (iii) if directed by Council, staff could also examine integrating library services.

It was moved and seconded

- (1) That the contract for Digital Strategy Integration Services RFP 5951P be awarded to Radical I/O Technology Inc. in the amount of \$670,000 based on the public Request for Proposal (RFP) process;**
- (2) That the contract for Customer Web Portal Implementation RFP 5952P be awarded to Radical I/O Technology Inc. in the amount of \$495,000 based on the public Request for Proposal (RFP) process;**
- (3) That an amount of \$100,000 be approved as contingency funding as part of the approved capital funding; and**
- (4) That the Chief Administrative Officer and the General Manager, Finance and Corporate Services be authorized to negotiate and execute the consulting services contract with Radical I/O Technology Inc.**

CARRIED

PLANNING AND DEVELOPMENT DIVISION

- 2. APPLICATION BY ONNI DEVELOPMENT (IMPERIAL LANDING) CORP. FOR A ZONING TEXT AMENDMENT AT 4020, 4080, 4100, 4180, 4280 AND 4300 BAYVIEW STREET (FORMERLY 4300 BAYVIEW STREET) TO AMEND THE "STEVESTON MARITIME MIXED USE (ZMU12)" ZONE AND THE "STEVESTON MARITIME (ZC21)" ZONE**

(File Ref. No. RZ 13-633927) (REDMS No. 5421598 v. 3)

Wayne Craig, Director, Development, accompanied by Sara Badyal, Planner II, presented the application by Onni Development (Imperial Landing) and the following information was noted:

- this application was last presented to Planning Committee in May 2014; at that time, the applicant was seeking a rezoning (i) to permit a wide-range of commercial, retail and service uses in the ground floor of all the buildings and second floor of Building 2 and (ii) to remove certain restrictions related to maritime activities;

General Purposes Committee

Monday, July 17, 2017

- in 2014, the total area proposed to be rezoned to accommodate the new uses was approximately 59,500 square feet and the applicant proposed to provide the City with an amenity contribution consisting of (i) a \$2 million cash contribution, (ii) three potential lease offers for the City to obtain space in the development, (iii) off-site transportation improvements, (iv) a comprehensive plan to manage commercial parking and loading activities, and (v) payment of the applicable DCCs for the change in land use;
- the 2014 application was referred back to staff for further refinement and the revised current proposal provides (i) a 32-room hotel complete with cooking facilities, (ii) a paired down list of potential commercial uses on the site that would allow Office, Restaurant and General retail in Buildings 1 to 4, Health services in Buildings 1, 2, and 4, Indoor recreation in Buildings 2 and 4, and Grocery store in Building 2;
- the revised proposal also only deals with the ground floors of the six buildings as the second floor of Building 2 was rezoned to permit a child care operation in July 2016;
- in comparison to the 2014 application, the revised current proposal reflects a reduction in the amount of commercial, retail, and service uses from 59,500 square feet to approximately 30,600 square feet;
- staff have focused on the proposed cash amenity contribution and both the City and the applicant retained independent economic consultants to determine an appropriate amenity contribution amount; the consultants could not reach a consensus on the valuation;
- the current site is already subdivided through an airspace parcel subdivision; this subdivision would enable each building to be sold separately; under the existing condition, the valuation of the site would be significantly higher than if the site were under a single ownership scenario; the applicant indicated that they intend to retain ownership of the entire site so it was decided that a legal agreement would be registered, which would ensure that all airspace parcels would remain under a single ownership scenario; however, the economic consultants could still not reach a consensus on the valuation;
- the City's consultant determined the increase to be approximately \$5.5 million and the applicant's consultant determined the increase to be approximately \$4.1 million; both consultants agreed that the hotel use would not increase the value of the site given the high tenant improvement costs;
- the applicant is proposing a cash amenity contribution of \$2.375 million to a Steveston Area account, which represents 50% of the mid-point between the two consultants' valuations; and

General Purposes Committee

Monday, July 17, 2017

- although the revised amenity contribution is an improvement on the previous offer, the City typically seeks a higher return than 50% of the increase in valuation.

Discussion took place and in reply to queries from Committee, Mr. Craig advised that (i) the current proposed application has not been subject of a public consultation process, however the applicant has engaged with the public in an unofficial capacity, (ii) a hotel is an acceptable use within the existing Steveston Area Plan, and (iii) a potential user for the proposed indoor recreation space has not been identified.

In response to a query regarding the proposed cash amenity contribution amount, Joe Erceg, General Manager, Planning and Development, stated that given that no direction was given to achieve a specific amount, staff cannot comment on the adequacy of the applicant's proposed cash amenity contribution amount.

Discussion further ensued and in response to queries from Committee, Mr. Craig remarked that (i) a marina is beyond the scope of the application, (ii) the City owns the water lots adjacent to the proposed subject site, (iii) Council may utilize the proposed cash amenity contribution at its discretion, (iv) the current allowance for Maritime Mixed Uses will remain in place as the proposed application is seeking to add a range of commercial uses to this definition, and (v) previously, a business licence was refused by Council as the business owner was contending that a seafood restaurant fit within the scope of Maritime Mixed Use.

Also, Mr. Craig noted that the proposed commercial uses were chosen in an attempt by the applicant to respond to stakeholders' wishes and to meet multiple other objectives.

In response to a query from the Chair, Mr. Craig stated that staff could engage with the public on the proposed current application if directed to do so by Council.

Discussion further ensued on the potential for a marine hotel and marina, similar to what is offered at Vancouver's Granville Island. Cathryn Volkering Carlile, General Manager, Community Services, advised that staff have reported to Council on the potential for a City marina at Imperial Landing and that such information can be re-circulated to Council for information.

Chris Evans, Executive Vice-President, Onni Development, commented on the history of the application before Committee and spoke on various efforts by Onni to address the concerns of the City and other stakeholders. Mr. Evans stated that although the proposed amenity contribution amount appears to not have increased significantly since the 2014 offer, it has increased dramatically as the revised current proposal is seeking a reduced overall amount of retail area (30,600 square feet as oppose to 59,500 square feet).

General Purposes Committee

Monday, July 17, 2017

Mr. Evans remarked that Onni has met with the Richmond Chamber of Commerce, the Steveston 20/20 group, the Steveston Merchants Association, and other stakeholders and that Onni feels that the proposed application has landed positively with all stakeholders.

In response to queries from Committee, Mr. Evans stated that (i) tenant improvements to Buildings 5 and 6 for the hotel are estimated at \$100,000 per room for a total of 32 rooms, (ii) the operating model for the proposed hotel has not been explored in detail, however as with any business, a flexible model is ideal, (iii) Onni has met with the Steveston Community Association regarding its concerns on the potential use of the proposed indoor recreation space.

Discussion took place regarding the potential rezoning process timeline and the Chair remarked that the proposed application can be forwarded to a Public Hearing date of Council's choice.

John Roston, 12262 Ewen Avenue, referenced the staff report with regard to the public input and remarked that 96 pieces of correspondence received from 120 Richmond residents / business owners indicate that 73 writers did not support the proposal; therefore, the public is not as in favour of the proposal as indicated by the applicant. He added that many of the writers indicated their desire to see the subject site developed similar to what is offered at Granville Island and the proposal before Committee does not reflect that vision. Mr. Roston distributed his remarks (attached to and forming part of these Minutes as Schedule 1). He drew attention to anticipated lease rates for each building based on use, and was of the opinion that regardless of what is permitted in each building, the space will likely be occupied by the service that yields the highest lease. Mr. Roston then commented on the proposed community amenity contribution amount and was of the opinion that Council should insist on 100% of the land lift value and not 50% as being offered by the applicant.

Jeff Jones, 12333 English Avenue, queried who was being consulted by the applicant as he has lived adjacent to the subject site since 2004 and has yet to be approached. Mr. Jones remarked that the site has remained vacant for far too long and at this point, he would simply like to see something there to vitalize the area.

Rob Akimow, Chair, Richmond Chamber of Commerce, remarked that the Chamber is pleased to see some movement with regard to the proposed application and wishes to see a timely resolution. In reply to a query from Committee, Mr. Akimow stated that any types of business would be welcome on the subject site as the market will address any concerns on what is most needed.

General Purposes Committee
Monday, July 17, 2017

It was moved and seconded

- (1) *That Official Community Plan Amendment Bylaw 9062, to amend the land use definition of "Maritime Mixed Use" by adding a range of commercial uses in Appendix 1 (Definitions) to Schedule 2.4 of Official Community Plan Bylaw 7100 (Steveston Area Plan), be introduced and given first reading;*
- (2) *That Bylaw 9062, having been considered in conjunction with:*
 - (a) *the City's Financial Plan and Capital Program; and*
 - (b) *the Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans;**is hereby found to be consistent with said program and plans, in accordance with Section 477(3)(a) of the Local Government Act;*
- (3) *That Bylaw 9062, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, is hereby found not to require further consultation;*
- (4) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 9063, to:*
 - (a) *amend the "Steveston Maritime Mixed Use (ZMU12)" zone by widening the range of permitted commercial uses at 4020, 4180, 4280 and 4300 Bayview Street; and*
 - (b) *amend the "Steveston Maritime (ZC21)" zone by widening the range of permitted commercial uses at 4080 and 4100 Bayview Street;**be introduced and given first reading;*
- (5) *That the Application by Onni Development (Imperial Landing) Corp. for a Zoning Text Amendment at 4020, 4080, 4100, 4180, 4280 and 4300 Bayview Street (formerly 4300 Bayview Street) to Amend the "Steveston Maritime Mixed Use (ZMU12)" Zone and the "Steveston Maritime (ZC21)" Zone be considered at the October 16, 2017 Public Hearing;*
- (6) *That staff be directed to consult with affected stakeholders, including the Steveston 20/20 group, the Steveston Merchants Association, and the Steveston Community Association;*
- (7) *That staff be directed to provide previous materials regarding the potential for a City marina at Imperial Landing;*
- (8) *That the amenity contribution for the Application by Onni Development (Imperial Landing) Corp. be dedicated to the eventual improvement of the Steveston Community Centre; and*

General Purposes Committee
Monday, July 17, 2017

- (9) *That staff continue to discuss the amount of the community amenity contribution with the applicant.*

The question on the motion was not called as discussion ensued and Committee expressed concern regarding the applicant's proposed community amenity contribution amount and it was noted that the amount should better reflect 100% of the land lift value. Also, Committee wished to see neighbours of the subject site engaged as they will be the ones most directly impacted by the proposal.

Discussion further ensued and the following **referral** motion was introduced:

It was moved and seconded

That the Application by Onni Development (Imperial Landing) Corp. for a Zoning Text Amendment at 4020, 4080, 4100, 4180, 4280 and 4300 Bayview Street (formerly 4300 Bayview Street) to Amend the "Steveston Maritime Mixed Use (ZMU12)" Zone and the "Steveston Maritime (ZC21)" Zone be referred back to staff to examine a marine-based hotel, services for boaters, and options for a marina.

DEFEATED

Opposed: Mayor Brodie
Cllrs. Au
Dang
Johnston
Loo
McPhail
McNulty

The question on the main motion was then called and it was **CARRIED** with Cllrs. Day and Steves opposed.

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (5:48 p.m.).

CARRIED

General Purposes Committee
Monday, July 17, 2017

Certified a true and correct copy of the Minutes of the meeting of the General Purposes Committee of the Council of the City of Richmond held on Monday, July 17, 2017.

Mayor Malcolm D. Brodie
Chair

Hanieh Berg
Legislative Services Coordinator

City of Richmond, Planning Committee, Meeting July 17, 2017.
Remarks on Agenda Item 2 – Onni Imperial Landing Proposal
John Roston, 12262 Ewen Ave.

Proposed Additional Uses

1. The desired type of development most frequently mentioned by local residents, including those in favour of re-zoning, has been Granville Island which has the objectives: “a retail mix that focuses on unique, high quality and locally based product offerings,” and “arts, crafts and cottage industries where the public may view and purchase products produced on the premises.” Granville Island has artist studios, art galleries, gift shops, small food shops and small restaurants. The Imperial Landing buildings are ideally suited to these additional uses, but many such activities can only afford industrial lease rates.
2. A prime waterfront location is no place for a large grocery store. There will now be at least two elsewhere in Steveston where there is also enough commercially zoned land available for a third.
3. Rental accommodation in central Steveston has been restricted to upper levels of buildings to allow for services at ground level. Short term motel style rental accommodation at ground level is inappropriate at this location and competes with local homeowners who are legally renting short term accommodation to help with mortgage payments. A second hotel to compete with the existing Steveston Hotel should be located elsewhere in Steveston where commercially zoned land is available.
4. The allowed uses which bring in the highest lease rates are the ones which will eventually dominate the Imperial Landing buildings. If one wants artist studios in a building at low lease rates then that must be the only allowed additional use. If one wants small shops then a maximum square footage must be set for each type of use.
5. Around 18 months ago, Onni submitted its anticipated lease rates for each building based on use:

Building 1	General Retail	\$28.00	6,868 sq.ft.
Building 2			
Ground Level	Grocery	\$29.50	15,921 sq.ft.
Building 3	Restaurant	\$33.00	1,789 sq.ft.
Building 4	Financial Services	\$38.50	5,952 sq.ft.
Building 5	Indoor Recreation	\$25.00	13,803 sq.ft.
Building 6	Offices and Minor Health	\$15.00 (industrial rate)	9,391 sq.ft.

Whatever Onni may say about the initial use in each building, if financial services are permitted in Buildings 1 and 4 then that is what will eventually be there. Buildings 2 and 3 will eventually have restaurants with perhaps some grocery and general retail.

6. Councillors should consider stating verbally some of the uses that they would consider for Imperial Landing in return for an appropriate amenity contribution. Simply turning down each Onni proposal without comment allows Onni to continue telling local residents that Councillors are opposed to anything other than maritime use.

Community Amenity Contribution

1. As the staff report points out, "The most similar comparable is where there is an increase in density, the City looks to receive as close to 100% of the land lift value before development." The City should insist on 100% here and reject Onni's 50% offer which Onni calculates to be \$2,375,000. In the form letter of support which Onni distributed to visitors at its last Open House, Onni stated that it had offered \$3 million.
2. The land lift value calculations done by the consultants hired by Onni and the City were based on the anticipated lease rates for each building. The lease rate for each building should be the highest rate for the allowed uses in the building, not the rate for the use that Onni says it intends to initially install in the building. A purchaser of the property would base the value on what it could do, not what Onni happens to be doing. The lease rates should be re-calculated once the additional uses have been determined.
3. There is no reason to take the Onni consultant's low-ball lease rate estimates into account when Onni itself submitted much higher anticipated lease rates 18 months ago.
4. Onni has stated that there would be no land lift value for buildings 5 and 6 if only hotel use is added. This would also be true if only artist studio use is added in those buildings.
5. The City should either hire another consultant or supply the existing consultant with additional information since the consultant has not used the highest lease rate for allowed uses, nor taken account of the lease rates that Onni itself stated it expected to achieve 18 months ago:

	Highest Lease Rate Use	Previous Onni Submission	City Consultant	Onni Consultant
Building 1	Financial Services	\$38.50	\$33.00	\$32.00
Building 2				
Ground Level	Restaurant	\$33.00	\$24.00	\$22.00
Building 3	Restaurant	\$33.00	\$33.00	\$32.00
Building 4	Financial Services	\$38.50	\$30.00	\$28.00

Alternative Proposal

Although there is no chance that Onni would agree, there is a simple way to arrive at a fair land lift value for the property based on the principle that it is worth what a buyer is willing to pay. Let Onni pick any new value for the property with the additional allowed uses. The City then has the choice of buying the property at that value or using that value in the land lift calculation for the required community amenity contribution. The City then gets either a fair amenity contribution or a nice profit on re-selling the property.

Stevenson
Retail vs MMU Rent Summary

"APPENDIX A"

LEASE DATA: Square Feet (Input) 59,488

Rental Steps

Base Rate \$ 11.27 Mos. 120

Step 1 \$0

Step 2 \$0

Step 3 \$0

Step 4 \$0

Average Annual Rate PSF (calc.) \$11.27 120 \$6,705,905

Number of Months in Lease (calc.) 120

Monthly Payment (calc.) \$55,892.54

Annual Discount Rate (Input) 7.00%

Monthly Rate comp. semi-annually (calc.) 0.57500%

PRESENT VALUE OF LEASE PAYMENTS \$4,862,179 \$8.17

LANDLORD COSTS (Input)

Free Rent \$ 222,383

Tenant Improvement Allowance \$ 1,521,320

Landlords Work \$ 89,280

Commission \$ 500,131

Fixturing \$ 165,056

Lease Up \$ 29,955

Vacancy \$ 335,295 5%

TOTAL LANDLORD COSTS (\$2,066,423) (\$4.82)

DISCOUNTED LEASE VALUE \$1,995,756 \$3.35

AMOUNT PSF

\$6,705,905 \$55.893

Per Year \$670,591 10 years

GP 16

	Ground Floor	Second Floor	Total	Anticipated Lease Rate	Anticipated Industrial Lease Rate	Difference	Annual Rent	Lease Up (Days)	Lease Up (Value)	Fixturing (Days)	Fixturing (Value)	Free Rent	TI Allowance	LL Work	Commission
Building 1	6,868			\$ 28.00	15 \$ 13.00	\$ 15.00	\$ 192,304	90	\$ 22,015	120	\$ 29,354	\$ -	\$ 171,700	\$ -	\$ 611
Building 2	15,921	5,764		\$ 22.00	15 \$ 14.50	\$ 7.50	\$ 469,670	0	\$ -	135	\$ 85,385	\$ -	\$ 398,025	\$ -	\$ 150,284
Building 3	1,789			\$ 33.00	15 \$ 16.00	\$ 17.00	\$ 126,808	0	\$ -	0	\$ -	\$ 21,134.87	\$ 317,020	\$ -	\$ 40,578
Building 4	5,952			\$ 38.50	15 \$ 23.50	\$ 15.00	\$ 59,037	90	\$ 7,940	90	\$ 7,940	\$ 9,840	\$ 44,725	\$ -	\$ 18,882
Building 5	13,603			\$ 25.00	15 \$ 10.00	\$ 15.00	\$ 229,152	0	\$ -	0	\$ -	\$ 76,384	\$ 10,000	\$ 89,280	\$ 73,329
Building 6	9,391			\$ 15.00	15 \$ -	\$ 15.00	\$ 345,075	0	\$ -	120	\$ 45,380	\$ 115,025	\$ 345,075	\$ -	\$ 110,424
Total	53,724	5,764	59,488	\$ 26.27			\$ 1,562,811	180	\$ 29,955	90	\$ 168,058	\$ 222,383	\$ 1,521,320	\$ 89,280	\$ 500,131
Industrial Lease Rate	\$ 15.00 /sf														
Difference in Retail Vs. Industrial	\$ 11.27														



Special General Purposes Committee

Date: Monday, July 24, 2017

Place: Anderson Room
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair
Councillor Chak Au
Councillor Derek Dang
Councillor Carol Day
Councillor Ken Johnston
Councillor Alexa Loo
Councillor Bill McNulty
Councillor Linda McPhail
Councillor Harold Steves

Call to Order: The Chair called the meeting to order at 4:02 p.m.

PLANNING AND DEVELOPMENT DIVISION

1. **GEORGE MASSEY TUNNEL REPLACEMENT – ALTERNATIVE CROSSING IMPROVEMENT OPTIONS**

(File Ref. No. 10-6350-05-08) (REDMS No. 5461758 v. 14)

With the aid of a PowerPoint presentation (copy on file, City Clerk's Office), Victor Wei, Director, Transportation, provided background information and presented Alternative Crossing Improvement Options for the George Massey Tunnel Replacement project:

- the proposed alternative crossing improvement options revolve around the following criteria: (i) it should have little or no net adverse impacts on the environment, (ii) the scale of the infrastructure should be minimized, (iii) it should be compatible with the Metro Vancouver *Regional Growth Strategy*, and (iv) it should address congestion at both ends of the Tunnel;

Special General Purposes Committee

Monday, July 24, 2017

- the proposed two options developed have the following common features: (i) a seismic upgrade of the current Tunnel to 1 in 475 year rating from the current 1 in 275 year rating, which is the same rating as other “life line” crossings such as the Lions Gate Bridge and the Ironworkers Memorial Bridge to name a few, (ii) the BC Hydro transmission lines will remain in the Tunnel, (iii) there will be provisions for cyclists and pedestrians, (iv) there will be limited capacity for single occupancy vehicles and improvements for sustainable travel modes, (v) costs will be no more than \$3.5 billion, and (vi) transportation demand management measures will be utilized;
- Option 1 – retrofit the existing Tunnel and add a new 4-lane tunnel; under this option, the new tunnel would provide two general purpose lanes and two transit / high occupancy vehicle lanes (with the potential to accommodate light rail transit in the future); costs are estimated to be \$3.5 billion (based on very limited information); the proposed two general purpose lanes would connect with adjacent interchanges only – the Steveston Highway and Highway 17A interchanges;
- Option 2 – retrofit the existing Tunnel and add a new 2-lane tunnel; under this option, the new tunnel would be dedicated to transit / high occupancy vehicle lanes (with the potential to accommodate light rail transit in the future); costs are estimated to be \$3.1 billion (based on very limited information) and additional funds would be invested in transit / light rail transit connections to the new crossing; and
- the proposed two options have the following complementary measures: (i) mobility pricing, (ii) restrictions or bans on trucks during rush hours, (iii) reduction of the widening of Highway 99, (iv) reduction of the Steveston Highway interchange, and (v) traffic integration improvements at Steveston Highway and No. 5 Road.

Mr. Wei then commented on concerns raised by the Corporation of Delta with regard alternative crossing options, noting that the two options would upgrade the existing Tunnel to 1 in 475 year seismic rating, which is the same rating as other major crossings in the Lower Mainland. He commented on costs and the potential location of the proposed new tunnel. Also, Mr. Wei addressed concerns regarding annual collisions, highlighting that, based on ICBC records, there are approximately three times more collisions at various major bridges in the Lower Mainland than the Tunnel.

Mr. Wei spoke to the proposed communications strategy, noting that a dedicated webpage has been created, a media release was issued, and arrangements are underway to schedule a meeting with the new provincial government. Also, Mr. Wei advised that staff will be working closely with Metro Vancouver, the Mayors’ Council on Regional Transportation and TransLink.

Special General Purposes Committee

Monday, July 24, 2017

In reply to queries from Committee, Mr. Wei provided the following information:

- an in-depth analysis of the transit network was not done as the proposed options are at a preliminary stage; also, the transit network would fall under the sole jurisdiction of TransLink;
- staff did not examine liquefaction when developing the proposed two options as staff relied on the project consultants' report dated July 2016, which concluded that twinning the Tunnel would be feasible and safe to do so;
- given the current federal government's support for public transit improvements, staff are confident that federal funding for one of the two proposed options would be likely;
- the proposed two options would utilize any works already underway along Highway 99;
- staff believe that Option 2 – retrofitting the existing Tunnel and adding a new 2-lane tunnel is a feasible option as light rail transit is very sufficient and tracks are rarely doubled;
- staff approximate four to five years before any construction to twin the Tunnel commences; and
- staff propose that the Steveston Highway-Highway 99 interchange remain two-level but with significant reconfiguration, which would go a long way in addressing backups.

Discussion took place on the importance of the communications strategy and Ted Townsend, Director, Corporate Communications and Marketing, advised that a number of communication initiatives to publicize the staff report's findings and recommendations would take place, including the launch of a new webpage, issuance of media releases, and other outreach utilizing the City's various social media platforms.

In reply to further queries from Committee, Mr. Wei advised that staff are not aware as to how the proposed bridge would be built as this would be determined during the procurement phase. Also, he remarked that the proposed two options allow for the new tunnel to accommodate light rail transit in the future.

Discussion then took place on (i) mobility pricing and subsidized fares, (ii) the potential restriction or ban on trucks during rush hours and how this would affect the City's contractor for garbage collection, and (iii) the likelihood of either proposed option being constructed on time and on budget.

The Chair remarked that it would be suitable to also send the staff report to Vancouver City Council for their information.

Special General Purposes Committee
Monday, July 24, 2017

It was moved and seconded

- (1) *That a letter and copy of the staff report titled “George Massey Tunnel Replacement – Preliminary Assessment of Alternative Crossing Options” dated July 21, 2017, from the Director, Transportation be sent to the Premier of British Columbia requesting:*
 - (a) *suspension of all current work associated with the George Massey Tunnel Replacement Project, including the relocation of the BC Hydro transmission lines, pending a comprehensive review and analysis of alternative crossing improvement options;*
 - (b) *consideration in a timely manner of the suggested alternative improvement crossing options for the George Massey Tunnel including estimated costs and complementary measures to improve regional transportation as described in the report; and*
 - (c) *collaboration with stakeholders, including Metro Vancouver, the Mayors’ Council, TransLink and the Greater Vancouver Gateway Council, to develop a preferred mutually acceptable alternative tunnel crossing concept(s) that would be presented for public consultation;*
- (2) *That copies of the letter referenced in Recommendation 1 and this staff report be provided to:*
 - (a) *the Leaders of the BC Green Party and the BC Liberal Party,*
 - (b) *the Honourable Claire Trevena, MLA – North Island, Minister of Transportation and Infrastructure;*
 - (c) *the Honourable Selina Robinson, MLA – Coquitlam-Maillardville, Minister of Municipal Affairs and Housing;*
 - (d) *Bowinn Ma, MLA – North Vancouver-Lonsdale, Parliamentary Secretary for TransLink;*
 - (e) *the Metro Vancouver Board of Directors;*
 - (f) *the TransLink Board of Directors;*
 - (g) *the Mayors’ Council on Regional Transportation;*
 - (h) *all Richmond and Delta MPs;*
 - (i) *all Richmond and Delta MLAs;*
 - (j) *the Corporation of Delta’s Mayor and Councillors;*
 - (k) *the Chair of BC Hydro Board of Directors;*
 - (l) *the Mobility Pricing Independent Commission;*

Special General Purposes Committee
Monday, July 24, 2017

- (m) the Greater Vancouver Gateway Council;*
- (n) George Massey Tunnel Replacement Project Team; and*
- (o) the City of Vancouver's Mayor and Councillors; and*
- (3) *That a communications strategy be undertaken to convey the urgent need to suspend all current work associated with the George Massey Tunnel Replacement Project, including the relocation of the BC Hydro transmission lines, and undertake a timely comprehensive review and analysis of alternative crossing improvement options.***

The question on the motion was not called as discussion ensued on the proposed two options as presented by staff.

Councillor Steves distributed materials related to tunnels (attached to and forming part of these Minutes as Schedule 1).

The question on the motion was then called and it was **CARRIED** with Cllr. Loo opposed.

ADJOURNMENT

It was moved and seconded

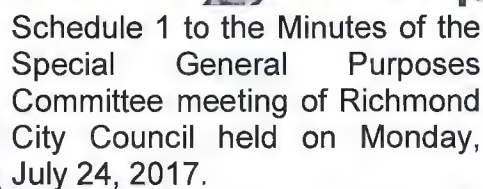
That the meeting adjourn (5:39 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Special General Purposes Committee of the Council of the City of Richmond held on Monday, July 24, 2017.

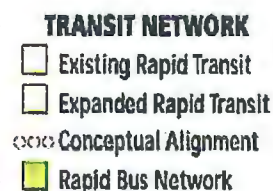
Mayor Malcolm D. Brodie
Chair

Hanieh Berg
Legislative Services Coordinator



Transit improvements announced

2020 RAPID BUS NETWORK



LOWER MAINLAND CRASHES - 2011 TO 2015
INCLUDES PROPERTY DAMAGE ONLY TO FATALITIES

RANK (FROM LEAST TO MOST)	TOTAL
1	CAMBIE STREET BRIDGE 58
2	PITT RIVER BRIDGE 99
3	BURRARD STREET BRIDGE 119
4	GRANVILLE STREET BRIDGE 122
5	OAK STREET BRIDGE 307
6	QUEENSBOROUGH BRIDGE 313
7	ARTHUR LAING BRIDGE 344
8	GEORGE MASSEY TUNNEL 388
9	SECOND NARROWS BRIDGE 486
10	MOSQUITO CREEK BRIDGE 606
11	PORT MANN BRIDGE 621
12	PATTULLO BRIDGE 703
13	LION'S GATE BRIDGE 803
14	ALEX FRASER 923
15	KNIGHT STREET BRIDGE 966

SOURCE:

<http://www.ichc.com/about-ichc/newsroom/Pages/Lower-Mainland-Crash-Map.aspx>

Projects (/projects/) » Rotterdam: Landmark

Rotterdam: Landmark

Because of its aesthetic and experiential qualities

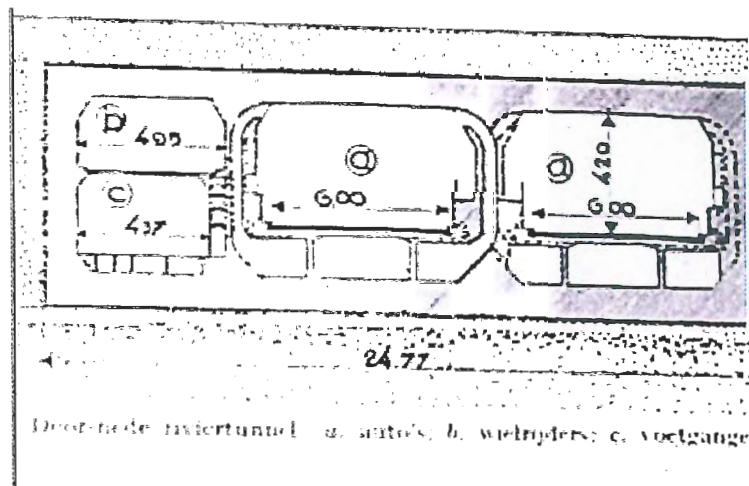
The Maastunnel was the first traffic and underwater tunnel in the Netherlands. This tunnel can be found in Rotterdam where it connects the North and South bank of the river the 'Nieuwe Maas'. The tunnel is used on a daily basis by 75.000 motor vehicles and a large number cyclists and pedestrians which makes it an important part of Rotterdam's infrastructural network. The tunnel is recognizable above ground level by its characteristic access and ventilation buildings, which were constructed on both sides of the river. These high architectural quality buildings transformed the Maastunnel into a landmark for Rotterdam.

Decision making process

The first ideas of constructing this tunnel arose already at the beginning of the 20th century. The increasing amount of traffic could no longer be served by the small steel bridge (Willemsbrug) and the few steamboat ferries. After the First World War, plans for a second fixed link between North and South became more concrete. Rotterdam was by now in desperate need of a second cross-river link, however it appeared difficult to decide whether it should become a bridge or a tunnel. Rotterdam was by then one of the busiest ports in the world (from 1962 to 2004 it was even the busiest port in the world) and although the construction of a bridge was more common at that time, it could limit sea ship traffic. The department of public works had a preference for a 60 meters high suspension bridge, but such a high bridge had both technical as financial challenges. Therefore in 1933, it was decided that a tunnel would be the best solution. The construction of the Maastunnel started in 1937 and construction works were still going on when World War II reached the Netherlands in May 1940. The tunnel was spared and even completed during the Nazi occupation, while they acknowledged the value of this new connection. The tunnel was opened at the 14th of February 1942, however the opening proceeded without any official ceremony, since the war was still going on.

The tunnel

As you can see on the old drawing below, the tunnel compromises four tubes: two for cars (a) and two stacked narrow tubes, one for cyclists (b) and one for pedestrians (c). The tunnel was constructed using the immersed tube method. Nine prefabricated tubes were constructed elsewhere on shore, floated to the tunnel site and sunk into the dredged trench. Next, the separate parts were linked, the partitions were removed and the tunnel was finished. The total length of the Maastunnel is 1,4 kilometers (including access roads). The underground part is about one kilometer in length.



(Picture source: bikeportland (<http://bikeportland.org/2013/06/06/in-rotterdam-a-peak-at-dutch-road-design-in-an-american-style-city-87873>))

Ventilation buildings



Project info 'The Maastunnel'

Project program: Four tubes; two for cars, one pedestrian and one cyclist tunnel + two ventilation buildings

Project location: Rotterdam, the Netherlands

Client: City of Rotterdam

Construction: 1937 - 1942

Construction method: Immersed tube method

Renovation: 2017 - 2019

Renovation costs: ?

Size/Length: 1373 metres, the underground part is 1070 metres

Tunneling method: immersed tube method

Sustainability aspects: Landmark

Sources:

<http://www.rotterdam.nl/demaastunnel>
<http://www.rotterdam.nl/demaastunnel>
<http://nl.wikipedia.org/wiki/Maastunnel>
<http://nl.wikipedia.org/wiki/Maastunnel>
<http://www.aviewfromthecyclepath.com/2011/rotterdam.html>
<http://www.aviewfromthecyclepath.com/2011/rotterdam.html>
<http://www.architectuurinrotterdam.nl/buildir?buildingid=183&lang=en>
<http://www.architectuurinrotterdam.nl/buildir?buildingid=183&lang=en>
<https://bicycledutch.wordpress.com/2011/03/rotterdam/>
<https://bicycledutch.wordpress.com/2011/03/rotterdam/>
<https://www.studioorosegaarde.net/project/d>
<https://www.studioorosegaarde.net/project/c>
<http://www.tunneltalk.com/Netherlands-19Mar13-Rotterdam-Maastunnel-immersed-tunnel-history.php>
<http://www.tunneltalk.com/Netherlands-19Mar13-Rotterdam-Maastunnel-immersed-tunnel-history.php>
<http://www.nieuws.top010.nl/maastunnel>

This tunnel is not only a work of civil engineering, but also of remarkable architecture. Two striking filter/ventilation buildings, designed by city architect Van der Steur, are among the most remarkable architectural appearances of the late thirties. These ventilation buildings represent the entry points for the bicycle- and pedestrian tunnel and the presence of these buildings transformed the Maastunnel into a landmark for Rotterdam.



(picture source: S.J. de Waard, 2008)

The filter buildings consist of high concrete shafts and a lower part with a copper dome where the fresh air intake takes place. The total height of the building is 60 meters: from which 34 meters above ground and 26 meters underground. The bike and pedestrian tunnel can be accessed via long escalators present in these buildings.



Cyclists in the Maastunnel, 1966

Renovation plans

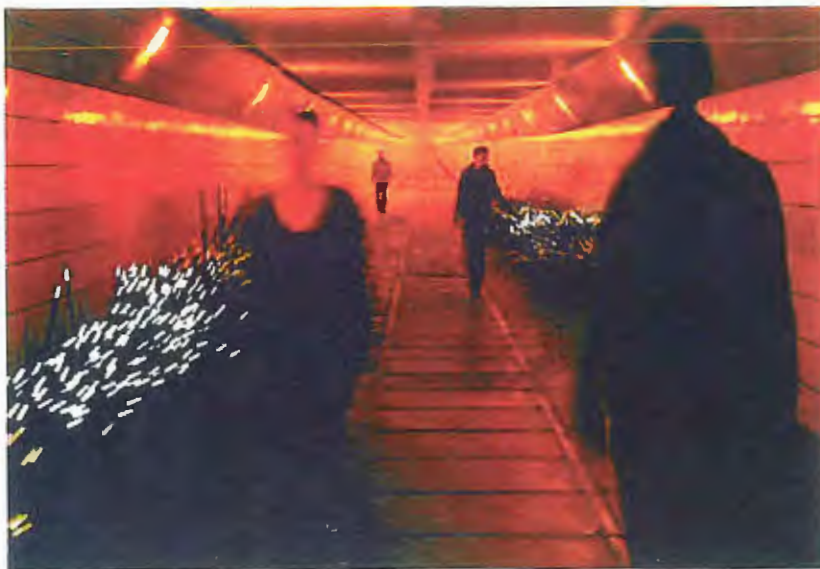
At the day of writing this article -14th of February 2015- it is exactly 73 years ago that the Maastunnel was officially opened. Today it is still an important part of Rotterdam's infrastructural network. This has at least proven the durability of this tunnel, both of the structure as its functionality. Nevertheless, after all these years, the city of Rotterdam has made plans for large-scale renovation. This renovation is necessary while concrete decay

was found in the ventilation system underneath the road during earlier restoration works. Furthermore, the tunnel needs to comply with new Dutch tunnel safety regulations which, for example, demand emergency exits every 100m for immersed tunnels. Renovations will start in the summer of 2017 and will be finished in the summer of 2019.

"After all these years the tunnel still lays there, solid as a rock. And when the renovation works are complete, it will last for at least 50 more years," concludes Van der Plas, retired Director of Maastunnel project owner Public Works Rotterdam. "The Maastunnel is truly the pride of Rotterdam."

Dune installed in pedestrian tunnel

The older generations of Rotterdam citizens, living close to the Maastunnel, are said to have warm feelings towards the Maastunnel. Although it is still often used today, pedestrians seem to have a less pleasant experience. The escalators are old and weathered; the tunnel is yellowish and aloof tiles cover the walls. To improve the experience of the tunnel for pedestrians the Rotterdam City of Architecture, had asked studio Daan Roosegaarde to transform this place into a more attractive passage. This studio installed 'dunes' which are pictured and described below.



(Picture source: Studio Roosegaarde (<https://www.studio Roosegaarde.net/project/dune/photo/#dune-4-1-maastunnel>))

"Dune is the public interactive landscape that interacts with human behavior. This hybrid of nature and technology is composed of large amounts of fibers that brighten according to the sounds and motion of passing visitors. Evolving through several contexts Dune 4.1 enhances social interactions in the public pedestrian Maastunnel." As explained on the website of Studio Roosegaarde (<https://www.studio Roosegaarde.net/project/dune/info/>).

Dune 4.1 was a temporary public interactive landscape in the pedestrian tunnel of the Maastunnel, on the occasion of Rotterdam City of Architecture in 2007. Its goal was to make the pedestrian tunnel more interactive and therewith peoplefriendlier. According to Roosegaarde it enhanced social interactions, and it became an intuitive and playful environment. The Dunes transformed the experience of the tunnel, it even became a hotspot: wedding pictures were taken in the tunnel.

Later a permanent Dune (4.2) was placed alongside the Maas River in Rotterdam, investigating nature in a futuristic relation with urban space.



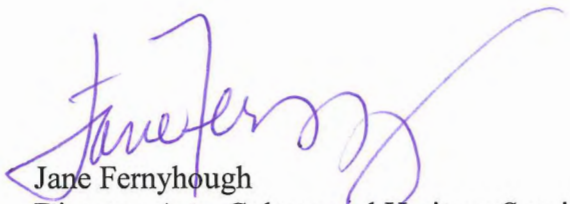
City of Richmond

Report to Committee

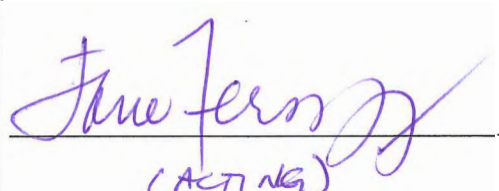

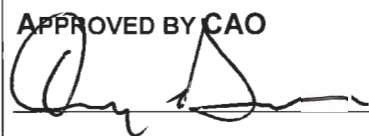
To: General Purposes Committee
From: Jane Fernyhough
Director, Arts, Culture and Heritage Services
Date: August 4, 2017
File: 11-7000-01/2017-Vol 01
Re: Feasibility of Running the Steveston Interurban Tram

Staff Recommendation

That \$50,000 be allocated from Council Contingency to undertake a feasibility study that includes a business case analysis (including cost vs. benefits) and transportation and engineering analysis of the operation of the tram running between the existing tram building at No.1 Road and Moncton Street and the Gulf of Georgia Cannery, as well as further work including determining the capital and operating costs required for the tram itself.


Jane Fernyhough
Director, Arts, Culture and Heritage Services
(604-276-4288)

Att. 1

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Finance Department	<input checked="" type="checkbox"/>	 (ACTING)
Transportation	<input checked="" type="checkbox"/>	
Policy Planning	<input checked="" type="checkbox"/>	
Clerks Department	<input checked="" type="checkbox"/>	
Parks Department	<input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO 

Staff Report

Origin

At the Parks, Recreation and Cultural Services Committee meeting on July 20, 2017, the following referral motion was adopted:

That staff investigate the feasibility of a Steveston tram running from:

- 1) The existing tram barn along No.1 Road and Bayview Street to the Gulf of Georgia Cannery; or
- 2) The existing tram barn along Moncton Street to the Gulf of Georgia Cannery;

and report back.

This report outlines the history of the tram in Richmond, and scope of work and funding required to complete a feasibility study of this nature and seeks Council direction on undertaking this feasibility study.

Background

The City and the Steveston Interurban Tram have had a long, linked history. The rail line on Lulu Island, built and owned by the Canadian Pacific Railway in 1902, ran freight and passenger steam trains. In 1905, the CPR leased the line to the BC Electric Railway Company (BCER), which electrified the line. In 1913, BCER added 28 tramcars bought from the St. Louis Car Company in Missouri. Among these was Tramcar 1220, which today is the largest artefact in the Richmond Museum's collection.

The Interurban line contributed to the development of Richmond's city centre. The Interurbans and the people who worked on them became an important and cherished part of the community. The Interurbans did not survive the post-war prosperity that led to an explosion in the number of automobiles on the roads and an expansion of new suburbs not serviced by rail. On February 28, 1958, the final Interurban tramcar rolled the rails between Marpole and Steveston, marking the end of a definitive era for the Richmond community and for transportation history in BC.

As of today, there are only 7 BCER operated interurban trams left. Of the 28 original 1200 class tramcars from St Louis, five survive today including Car 1220 in Steveston. The other four surviving "sister" tramcars are the 1223 located at the Burnaby Village Museum, the 1231 in storage at False Creek in Vancouver, the 1235 in eastern Canada and the 1225 in Surrey operated by the Fraser Valley Heritage Railway Society. The remaining two cars, the 1207 and the 1304, were both built by BCER at their New Westminster car barn and are also located in Surrey with the 1225.

In March 1993 Tramcar 1220 was transferred to the Steveston Interurban Restoration Society from the Royal BC Museum for \$1. A temporary structure was erected on property owned by BC Packer's on the south east corner of No. 1 Road and Moncton Street. Upon the sale of that

property for development in 1995, the tram was moved to a temporary structure on Steveston Park. Between 1995 and 2008 several locations were explored as the permanent location for a building to house the tram. In 2008 Council resolved “that Tram 1220 be permanently located in Steveston Park”. In 2006, the City purchased Tramcar 1220 from the Steveston Interurban Restoration Society.

Attachment 1 is a chronology of Council resolutions regarding the tram from 1992 to the present.

Analysis

Tram Routing Options

Between 2002 and 2005 Council considered several route options in Steveston including: Steveston Village to London Farm, Britannia to London Landing, Britannia to the Village, Steveston Park to the Gulf of Georgia via Moncton and via Bayview. In 2004, costs to lay track, provide stations, road crossings, crossing protections and power were estimated at \$2.5M from Moncton and No 1 Road to the Gulf of Georgia; \$1.9M – \$2.0M from Britannia Shipyards to Moncton and No. 1 Road and \$2.9M from London Farm area to Britannia Shipyards. These estimates did not include costs of any land acquisition required.

At the City Council meeting of January 24, 2005, Council passed resolution R05/2-8, “that Council abandon any tram routing options in Steveston”.

Tram Restoration

Restoration of Tramcar 1220 is currently underway and, aesthetically, will be substantially complete. However, while current restoration activities will not preclude the tram being made fully operational in the future, substantial work is required. This work includes, but is not limited to, a power source in place of electrified overhead power, re-build of the trucks (undercarriage), mechanical systems and upgrade to the electrical system. Hazardous materials that have been encapsulated for safety will have to be removed completely. In addition the installation of modern components and life safety equipment would be mandatory. Following restoration an annual maintenance plan to address wear, preservation and safety should be implemented.

Steveston Long-term Streetscape Visions

In a report dated May 30, 2017 from the Director, Transportation and the Manager, Policy Planning titled “Update: Proposed Steveston Area Plan Village Conservation Changes and Long-Term Streetscape Visions for Bayview, Moncton and Chatham Streets” and presented at the June 12, 2017 Council meeting, options on streetscape visions were presented and referred to public consultation. None of the options preclude a future operating tram. However, Transportation staff indicate the accommodation of a running tram may require re-allocating the placement or elimination of other street elements such as sidewalks, boulevard, bike lanes, car travel lanes, bus stops, street furniture and on-street parking.

A report outlining the public feedback is anticipated in fall 2017.

Next Steps

Should Council wish to proceed with the referral motion to investigate the feasibility of Steveston Tramcar 1220 running between the existing tram building to the Gulf of Georgia either along Moncton Street or along No.1 Road and Bayview Street, the action required is the allocation of up to \$50,000 to undertake a feasibility study that includes:

1. a business case analysis (including cost vs. benefits);
2. transportation and engineering analysis of the scope and costs to retrofit the tram to render it operational;
3. a detailed analysis of the geometric and pavement structure, geotechnical logistics;
4. measures to accommodate the tram including traffic control, alteration of the roadways to permit laying of track, cost of laying the track, safety features of crossings, and provision of stations; and
5. determining the capital and operating costs required for the tram itself.

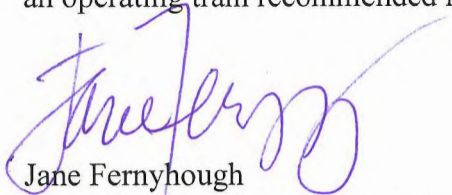
Should Council proceed with one of the routes examined in the feasibility study Council would require a resolution rescinding resolution R05/2-8 that abandons any tram routing options in Steveston.

Financial Impact

Up to \$50,000 from Council contingency to retain a consultant to complete a transportation and engineering analysis.

Conclusion

Tramcar 1220 is a significant historical artefact in the City's collection and played an important role in the shaping of the community. Current Council direction is that it be restored and on display in Steveston Park and that no routing options be pursued. Should Council wish to pursue an operating tram recommended next steps are outlined in this report.



Jane Fernyhough
Director, Arts, Culture and Heritage Services
(604-276-4288)

Att. 1: Chronology of Council Action re: Tramcar 1220 Location and Routing 1992 – 2017
(REDMS #5499815)

CHRONOLOGY of Council Actions re. TRAMCAR 1220 Location and Routing 1992 - 2017

- Aug. 24, 1992 Council endorsed:
- that Council support in principle the activities of the Steveston Interurban Restoration Society (SIRS)
 - that staff investigate and report back on the possibility of acquiring other trams and additional equipment
- March 8, 1993 Council resolution that \$10,000 be allocated from the Heritage Capital Trust Fund to the Society for constructing a shelter and related security improvements at the BC Packers property for the Tram.
- March 10, 1993 Asset Transfer and Disposal Report from Province of BC re. transfer of Tram 1220 from Royal BC Museum to Society (c/o Harold Steves at City Hall address)
- Sept. 14, 1993 Report to Planning and Development Services Committee with progress report to be received for info.
Society acknowledges two grants from the City:
- \$1,600 for the specific purpose of preparing a historical booklet on the tram
 - \$10,000 for the purposes of obtaining liability insurance for the leased premises and erecting a structure on the leased premises
- Society also received grant from the province of \$3,000 to move the tram onto the site.
- Nov. 2, 1993 Finance Administration Committee resolved that a grant of \$300 be allocated to the Society to cover the cost of building permit fees.
- June 13, 1995 Council endorsed recommendations:
- that tram 1220 be moved to Steveston Park section of railway track;
 - that up to \$20,000 be allocated from the 1994 Parks Minor Capital account to assist the Society with relocation of the tram;
 - that staff be directed to work with the Society to host a community workshop to discuss financial implications, community support, and potential sponsorship, and report back to Council by Dec., 1995 with the results of the workshop and a development and business plan
- [Per report dated Jan. 4, 2001, City provided \$20,000 and negotiated with CPR to retain 570 feet of rail by Moncton Road. CPR donated the rail and the City issued a tax receipt to them for \$16,050.01.]

- January 4, 2001 Report to Community Services Committee re. Tram location options. Recommended that Council direct staff to investigate the feasibility of siting the Tram on the Britannia Heritage Shipyards site permanently and that Council direct staff to work with the Society to develop an implementation plan outlining costs and timelines to move the Tram operations from Steveston Park to a new site.
- June 26, 2001 Parks, Recreation and Cultural Services Committee meeting. Information memo dated June 25, 2001 was provided to Committee and staff were asked to provide additional information:
- costs of restoration;
 - logistics of providing a working track and operating costs;
 - the legality of the Society's intent to lease the tram to Surrey thereby causing it to leave Richmond; and
 - a potential corridor for the operation of the tram
- July 12, 2001 Report to Parks, Recreation and Cultural Services Committee recommending:
1. That the City work with the Society to have Tram 1220 restored and operating in Richmond within 10 years at no cost to the City;
 2. That within the next 10 years, the City establish a viable corridor and operating tracks for a Steveston Interurban with costs being considered through the normal capital budget submissions;
 3. That the City not oppose the Society exploring options to lease the tram outside Richmond for a period not to exceed 10 years or the year 1012, whichever comes first.
- Aug. 13, 2001 Report to Parks, Recreation and Cultural Services Committee – report for information. \$3,120,000 to restore Tram and make it operational. Sets out proposed 7-year phased project, financing options, and opportunities for joint ownership of the Tram. Summary of City's contributions:
- 1993 - \$10,000 to facilitate Tram relocation to BC Packers site
 - 1994 - \$20,000 to facilitate tram relocation to Steveston Park
 - 1995 - \$16,050 tax receipt to CPR for retaining 570 feet of track in park
 - \$75,000 provision account set aside for Tram
- Sept. 10, 2001 Council resolution:
1. That staff be authorized to undertake a transportation/tourism/engineering study, utilizing the \$75,000 contained in the provision account, as outlined in Phase One of the report dated Aug. 13, 2001 which would include comment from the Corporate Sponsorship Committee and the Manager, Business Liaison and Development;
 2. That a letter be sent to the Society stating that Council recognized the Tram as an important part of the City's heritage and that as such Tram 1220 should remain in the City.

- Feb. 26, 2002 Parks, Recreation and Cultural Services Committee resolved that the City commission a transportation/tourism/engineering study to review the feasibility of restoring and operating Tram 1220 in Richmond. Terms of reference for the feasibility study were attached.
- March 11, 2002 Council resolved that the report re. the feasibility study be referred to staff for a report to Committee on the feasibility of having the study completed 'in-house' by the new Heritage Coordinator.
- April 8, 2002 Council resolved that:
1. Staff conduct a study to review market feasibility, management models, transportation and engineering requirements, and economic impact of operating Tram 1220 in Richmond; and
 2. Staff consult with geotechnical and other experts to determine the other aspects of the geotechnical and operational requirements of Tram 1220.
- June 4, 2002 Planning Committee meeting. Request that Parks report in July re. what provision was made to provide a tram alignment within the BC Packers site.
- June 24, 2002 Development Permit Panel. Staff were directed to:
1. investigate the proposed alignment of the tram route as it related to the future development;
 2. review with the developer, the design criteria for the proposed development;
 3. provide at the public hearing the results of the archaeological investigation;
 4. ensure that the developer undertook a full presentation of the proposed development at the public hearing, ensuring that a new map was provided which noted the changes from the original proposal.
- June 25, 2002 Parks, Recreation & Cultural Services Committee meeting. Discussions re. tram routing in context of BC Packers development.
- Oct 15, 2002 Council resolved:
1. That the report dated Sept. 9, 2002 from the Manager, Cultural Services be received for information;
 2. That Option 1, completely restored Tram operating over full 2.4 km route phased over five years with Phase Two, the extension to London Farm, to be completed at a later date, be endorsed;
 3. That an ownership plan for all right-of-ways located between Garry Point and London Farm be provided;
 4. That staff investigate the possibility of utilizing dredged material to widen the dyke in front of the Maritime Mixed Use area;
 5. That staff:
 - a. provide revenue generation options that could contribute to the funding of the Tram project; and

- b. discuss with Onni and other entities the development of public/private partnerships.
 - 6. That revenue generation options which could contribute to the funding of the Tram project, be referred to the Finance Select Committee.
 - 7. That staff enter into discussions with the Steveston Harbour Authority regarding the use of right-of-ways, cost-sharing in the Tram project and the possible future utilization of the two water lots in front of Onni.
- May 15, 2003 Report to PRC Committee recommending that the City-owned former CNR right-of-way within the London Princess area as a potential location for the Tram car barn and workshop be endorsed.
- May 21, 2003 Planning Committee resolution:
- 1. That the implementation of the Imperial Landing public consultation process be abandoned at this time; and
 - 2. That the Waterfront Strategic Team identify an alternative vision for the waterfront in consultation with stakeholders.
- June 9, 2003 Council resolution that:
- 1. the City-owned former CNR right-of-way within the London Princess area as a potential location for the Interurban Tram car barn and workshop be endorsed; and
 - 2. staff report on the routing of the Interurban tram in context with the Waterfront Strategy.
- Sept. 2, 2003 GP Committee meeting. Report re. Steveston Advisory Task Force on Parking. Discussion included comments re. impact, if any, of construction of proposed tram line to provision of parking on Bayview Street. Resolution to endorse the recommendations of the Task Force.
- Oct. 29, 2003 Finance Select Committee meeting – 2004 Capital Plan. Discussion included comments re. whether any part of tram project could be completed this year, such as re-locating the tram to the new car barn and to construct track within the barn for the tram to sit on. Staff were directed to provide report on: cost of relocating and placing tram in car barn; cost of and footage required to construct track within car barn; provide breakdown of proposed total cost of project; and whether there were any unique funding strategies which would be used to accommodate any part of the project.
- Dec. 15, 2003 GP Committee meeting – Imperial Landing Open House feedback. Some residents expressed shock at tram proposal. Report referred back for further info.

- Jan. 19, 2004 Public Hearing – London Landing – Resolution that a temporary commercial use permit to create a public parking lot for a proposed tram building be issued.
- June 14, 2004 Council referral: That staff undertake a public process to present Bayview Street options 2b and 2c and to collect feedback and report to Council with a preferred route, and that a further route (2d), being the waterfront route, located at the western end and south of Bayview Street, be part of the public process.
- Jan. 24, 2005 Council meeting – Recommendations regarding approval of routing the tram from London Farm to Britannia Heritage Shipyard was defeated. Motion approved:
1. That Council abandon any tram routing options in Steveston;
 2. That the potential static uses for the tram be referred to staff for review and report to Council.
- Jun. 12, 2006 Council meeting – resolved: That funds be allocated from the following projects to the cost of relocating Interurban Tram #1220 from Steveston Park to the temporary location at Britannia Heritage Shipyard: a) Steveston Tram Project for Tram Barn Project of London Princess; and b) Tram Project for Tram Study, and consolidated into a single project for such purpose.
- Feb. 27, 2006 Council meeting (closed): resolved:
1. that staff proceed with the offer from A and B Rail Services for the donation of track, timbers and other rail materials salvaged from the CP Rail spur line and in kind contribution of the laying of track at the Britannia site at a location determined by the City, based on the offer being viable; and
 - 2 that staff advise the Britannia Heritage Advisory Committee of the opportunity.
- Oct 10, 2006 Council meeting: resolved:
1. That the contract to relocate the Steveston Tram be cancelled;
 2. That the Steveston Tram remain in its present location at Steveston Park while staff search for a new permanent location, and that staff report to Council accordingly within six months' time; and
 3. That staff be authorized to secure the Tram at Steveston Park.
- July 9, 2007 Council meeting: recommendation to permanently locate the tram at Britannia Heritage Shipyard was defeated.
- June 9, 2008 Council endorsed the recommendation:
That Tram 1220 be permanently located in Steveston Park.
- Oct 15, 2008 Council approved the location of the permanent Steveston Interurban Tram Car structure within Steveston Park.

- | | |
|---------------|---|
| July 25, 2011 | Council authorised additional funding to build the tram building in Steveston Park. |
| Dec.14, 2015 | Council approved funding to complete the restoration of the tram to a static display state. |



City of Richmond

Report to Committee

To: General Purposes Committee
From: Grant Fengstad
Director, Information Technology
Re: Digital Strategy – Status Update 2017




Date: August 29, 2017

File:

Staff Recommendation

That Attachment 1 to the staff report, “Digital Strategy – Status Update 2017” dated August 4, 2017 from the Director, Information Technology be endorsed and made available to the community through the City’s website and various communication tools including social media channels to promote and increase awareness of the City’s progress towards achieving its digital goals.

Grant Fengstad
Director, Information Technology
(604-276-4096)

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Communications	<input checked="" type="checkbox"/>	
Economic Development	<input checked="" type="checkbox"/>	
Arts, Culture & Heritage	<input checked="" type="checkbox"/>	
Recreation Services	<input checked="" type="checkbox"/>	
Engineering	<input checked="" type="checkbox"/>	
Fire Rescue	<input checked="" type="checkbox"/>	
Transportation	<input checked="" type="checkbox"/>	
Finance	<input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO 

Staff Report

Origin

The Richmond Digital Strategy was approved by Council on October 13, 2015. The Digital Strategy is a framework to guide the use of digital tools, products and channels to improve the efficiency and effectiveness of our employees and better serve our residents.

Since 2013 the Digital Strategy has been directed by a Steering Committee comprised of stakeholders from each division in the City. Led by Information Technology, the Committee created a multi-year plan to guide the phased rollout of transformative technologies over several years.

The vision of the Digital Strategy is:

- To optimize and integrate business processes which leverage technology innovation to deliver exceptional services.

The goal of the Digital Strategy is:

- To facilitate strategic thinking and better coordination around the innovation and enabling concepts of “Smart City”, with the ultimate goal of embedding digital technology into the City’s operations, information dissemination and communication with the residents and business community.

This report supports Council’s 2014-2018 Term Goal #9 A Well-Informed Citizenry:

Continue to develop and provide programs and services that ensure the Richmond community is well-informed and engaged on City business and decision making.

9.1. Understandable, timely, easily accessible public communication.

9.2. Effective engagement strategies and tools.

Analysis

The Digital Strategy identified the opportunities with the greatest potential to enhance the City’s service delivery and engage meaningfully with Richmond’s residents and business community, while creating a framework of principles and objectives to guide technology decisions going forward. The key focus for this framework has always been the customer. This customer-centric perspective targets an improved experience for the residents, business operators, visitors, partners and employees of the City of Richmond for all technology developments and enhancements.

The critical step to supporting the strategy involved significant work to develop the Digital

Nervous Ecosystem (DNE)—or middleware layer—that permits connectivity among the City’s systems and services. Several projects have been completed to introduce this interconnectivity. Building on the DNE foundation, the Customer Profile project launched in February paves the way for single sign-on access to these interconnected systems and services. Ultimately, all projects within the Digital Strategy focus on the five key strategic directions:

- 1 Extending the Reach of City Online Services
- 2 Expanding the City Connected Architecture
- 3 Extending Mobility for Staff
- 4 Integrating and Connecting City Infrastructure
- 5 Promoting Open and Transparent Government

The “2017 Digital Strategy Status Update” (Attachment 1) contains full detail on the progress of the Richmond Digital Strategy.

Financial Impact

None

Conclusion

The City of Richmond Digital Strategy is making excellent progress toward achieving its goals. Much has been achieved in the first two years of the plan, and staff are on track to deliver the remainder of the projects over the coming 16 months.

The focus over the remaining period (to the end of 2018) will be finalizing a “single view of customer”—enabling staff to consolidate the history of interactions, transactions and enquiries from each customer—and Customer Profile which will give customers an efficient and personalized view of their transactions with the City.

Building on what has already been completed, these projects, together with the upcoming launch of the City’s new Perfect Mind recreation program management system, will position the City of Richmond at the forefront of technological innovation for municipal governments across North America.

Vincent Chu, on behalf of

Vincent Chu
Manager, IT Innovation and Development
(604-247-4478)

Att. 1: 2017 Digital Strategy Status Update

A photograph of a hand holding a smartphone, with the screen showing a blurred image. The background is filled with out-of-focus, warm-toned bokeh lights, likely from city streetlights at night. The image is partially obscured by a large blue geometric shape on the left and a white-bordered box containing the title text.

RICHMOND DIGITAL STRATEGY

2017 STATUS UPDATE

CONTENT

Executive summary	Page 3
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1 Extending the reach of city online services	Page 4
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2 Expanding the connected city architecture	Page 9
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3 Extending mobility for staff	Page 12
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4 Integrating and connecting city infrastructure	Page 16
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5 Promoting open and transparent government	Page 20
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EXECUTIVE SUMMARY

INTRO/BACKGROUND

In 2015, the City of Richmond created a Digital Strategy to support the City's vision of being "the most appealing, liveable and well-managed community in Canada." The overarching vision of the City's Digital Strategy is to use technology to shift from a services centric focus – how the City manages business – to a customer-centred focus – how best to serve Richmond's residents, businesses, employees and visitors. This important strategic shift has put the City in the enviable position of being well prepared to respond to advancements in technology and public expectations.

This report covers progress over the first two years of the Strategy in five key areas of focus. Many projects span more than one of the five areas, illustrating the integrated, collaborative approach required to succeed.

1. EXTENDING THE REACH OF CITY ONLINE SERVICES

Over the past year, the City established connectivity among various systems that allowed for significant extension of online services. The community is already benefiting from this extension through improved access to services, information and payment options as well as increased hours-of-operations and streamlined business processes with the introduction of projects such as: enhancements to the RichmondBC app; introduction of the **single sign-on Customer Profiles**; introduction of e-Plans; a new building inspections mobile app; and, a payment kiosk for tax and utilities information and payments.

2. EXPANDING THE CONNECTED CITY ARCHITECTURE

Today's expectations of quick and easy access to the Internet have been pushing the City to expand its connective architecture, resulting in a fibre optic cable network for speed and stability now being in place and virtually all City facilities offering free public Wi-Fi services.

3. EXTENDING MOBILITY FOR STAFF

By providing City staff with enhanced communication capabilities, and by reimagining business processes in light of game-changing technology, staff will now be able to focus on higher value tasks and more efficient service to City businesses and residents through projects such as: PeopleSoft HCM upgrades that will secure external access for staff; improved help desk request channels; a enhanced intranet for quicker access to information; **A new mobile inspection app for building, plumbing and gas inspectors**; and, improved access to the Richmond Interactive Map (RIM).

4. INTEGRATING AND INTERCONNECTING CITY INFRASTRUCTURE

The goal of having "one customer profile" for each Richmond resident or business person requires a strong, secure connection between the various systems the City uses to conduct its business. The **Digital Nervous Ecosystem (DNE)** provides this vital connection and has facilitated a number of projects over the past year including: Customer Profile and Single Sign-On access; mobile app for Building Inspectors; automated payroll information transfer; and, several changes that allow work processes from different departments to be integrated more effectively.

5. PROMOTING OPEN AND TRANSPARENT GOVERNMENT

The ongoing pursuit of new channels to allow residents and business owners to view – and contribute to or participate in – includes everything from virtual town halls, social media conversations and other audio-visual opportunities.

Projects that have contributed to this goal include: enhancements to the Richmond Interactive Map (RIM), the City's Archives system and public website; a deliberate focus on the City's social media tools; and WorkSafe BC Claims Management software.



LOOKING FORWARD

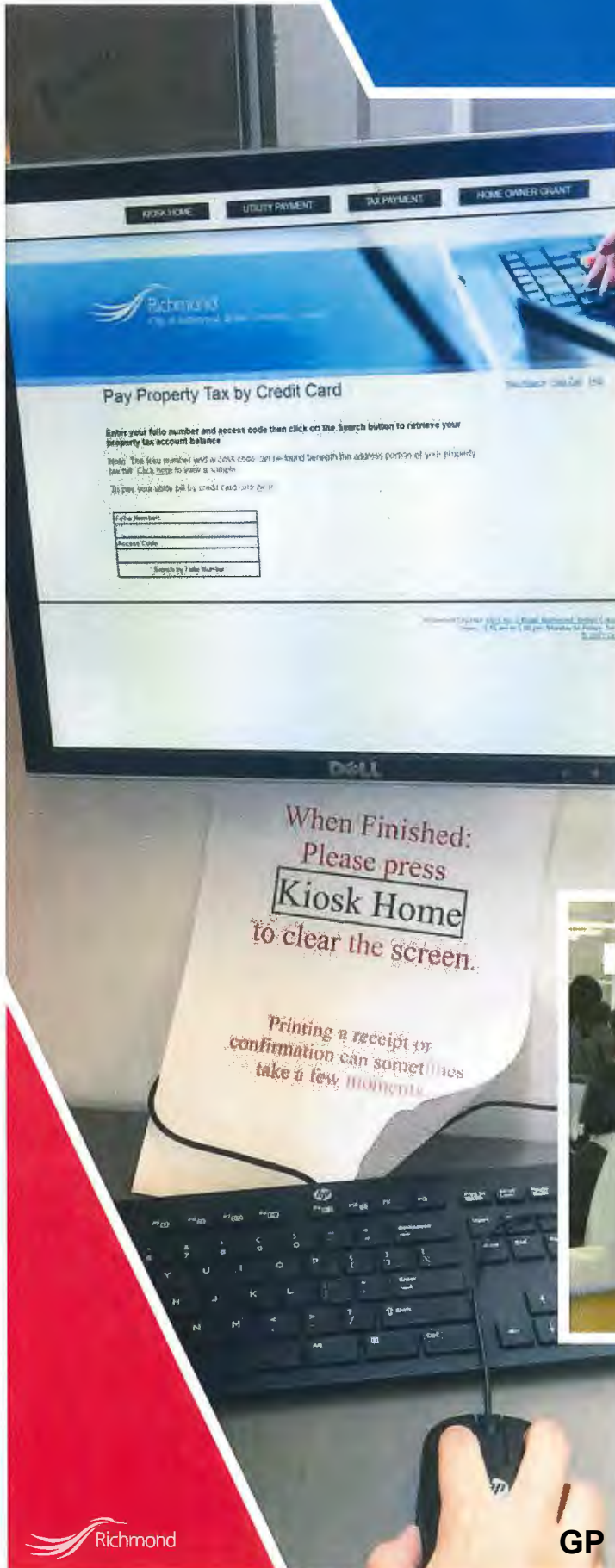
The Digital Nervous Ecosystem middleware has provided the essential foundation for a large number of the more transformative projects such as the Customer Profile and Single Sign-On project. Upcoming projects will bring new and upgraded systems, expanding the City of Richmond's capacity through projects such as: PerfectMind recreation management system; new customer feedback system; Customer Relationship Management (CRM) /Master Data Management (MDM) system; digital collaboration platform; and, improvements to the PeopleSoft system to allow staff to access further information.

1

EXTENDING THE REACH OF CITY ONLINE SERVICES

BACKGROUND

The City's Digital Strategy embraces a customer-centred approach to technology development and service delivery for Richmond residents, businesses and visitors. With the extension of online services, the community benefits through improved access, increased availability, and streamlined business processes.





PROJECTS COMPLETED

RICHMONDBC MOBILE APP

The first version of the RichmondBC mobile app was released in 2014, and included features to explore civic highlights such as parks, community centres, museums, historic sites. It also allowed users to view all events activities, and programs offered by the City.

CITY OF RICHMOND ONLINE MUSEUM COLLECTION SYSTEM

More than 2,000 of the Richmond Museum's artefacts have been digitized or photographed in high definition and are now available to search and view online. Search has been enhanced to be more flexible, and is now capable of suggesting popular trends.

This impressive collection of furnishings, clothing, agricultural implements and archeological artefacts reflects the City's dynamic and evolving migration and population history.

SUSTAINABILITY ENHANCEMENT FOR EVENT APPROVAL SYSTEM

Recognizing Council's vision to create a sustainable city, this enhancement to the Event Approval System enables organizers to document their sustainability commitments as part of the application process.

ONLINE DOG LICENSING

The online dog license application and renewal system expedites registration and renewal for pet owners and significantly reduces the staff time needed to issue licences.

STORIES OF NIKKEI

Through an integration of iBeacon with the RichmondBC mobile app, Richmond residents, tourists and visitors are able to follow a self-guided video walking tour commemorating the history of the Japanese Canadian community of Steveston. Stories of Nikkei went live in February, 2016.

TAX & UTILITIES CREDIT CARD PAYMENT

Richmond residents can now use their credit cards to pay tax and utility bills online. This year - the first tax year since credit card payments were implemented in September 2016 - 1,668 residents used this method to pay their taxes.

2017 PROGRESS AND HIGHLIGHTS

CUSTOMER PROFILE

The Customer Profile project launched in February on the RichmondBC mobile app, and was extended to the richmond.ca website this summer. This now permits customers to create a profile with username and password, and paves the way for single sign-on access to programs and services, the Customer Relationship and Master Data projects, and proactive communication and alerts.

With the addition in August of the Customer Profile to the richmond.ca website, together with the behind-the-scenes middleware layer that allows integration among various systems, visitors to the site can now create a profile that allows them to sign in once to access the Customer Feedback System for general enquiries, complaints, website issues and public works requests.

This single sign-on access will also extend to the city's new recreation programs application currently being implemented, as well as additional services.

RICHMONDBC MOBILE APP ENHANCEMENTS FOR IOS AND ANDROID

Working with a local company, the City released Version 2 of the RichmondBC mobile app in February of this year. Originally only available for Apple devices, as of August the new version is also available on Android. Taking advantage of the single sign-on technology, the mobile app enhancements include a personalized login to view registered programs, a virtual "wallet pass" for checking in to facilities, easy-to-find recycling and waste pick-up schedules, and access to location-aware technologies for interactive mobile tours of the Britannia Shipyards National Historic Site and Steveston's Stories of Nikkei.

In May and June, the City partnered with the Richmond Public Library to present a series of community outreach sessions, demonstrating the new features of the RichmondBC mobile app and Customer Profile.

“

I would like to say thank you for the information provided during the workshop. It was a great presentation, useful information and very interesting mobile apps. I have downloaded the RichmondBC 1.0 for Android in my cellphone and will explore this app.

City of Richmond resident

”



THIS YEAR'S PROGRESS & HIGHLIGHTS CONTINUED

e-PLANS

This project is on track to transform the business processes surrounding development applications from a cumbersome paper-based, manual process to a fully digital workflow.

Developers and contractors may now submit blueprints electronically; internal departments can review the plans simultaneously, comment directly on the electronic document, and view each other's markup; customers can track the progress of their application in real time.

The new system has delivered a more efficient process touching seven departments, reducing processing time while improving and accelerating services for our clients.

Future plans will see building and development permit applications coming on stream.

MOBILE INSPECTIONS APP

This app enables building, gas and plumbing inspectors to view inspection job details from their mobile devices while onsite, add their comments, digitally approve an inspection, and generate a report that can be printed through their mobile printer or emailed directly to the client.

See "4 – Integrating and Connecting City Infrastructure" for more details (page 16).

TAX & UTILITIES INFORMATION AND PAYMENT KIOSK

The new kiosk, located at Richmond City Hall, offers an alternative to counter line-ups for residents wanting to look up account information, pay taxes and utility bills, and apply for the homeowner's grant.

E-BILLING FOR TAX AND UTILITIES PAYMENTS

Residents often prefer to receive their bills electronically, and until recently the City of Richmond offered two methods of electronic billing: by email, or by e-Post (through Canada Post). After a recent service quality review, it was determined that e-Post no longer meets the City's standards for service, and has been discontinued. The City is contacting residents who received their bills through ePost to re-route their bills to email.

QUICK FACTS

e-Plan: Improved service levels with time saved on reviewing drawings by City Departments:



RichmondBC App's top 3 most popular features:

1. Drop-in activities (schedule of drop-in recreation activities)
2. My activities (registered recreation programs & activities)
3. Wallet pass (digital recreation membership pass)

1,668

Number of residents who paid their 2017 property taxes with credit cards

671

Number of dog licence applications processed online in 2016

210

Number of event applications (with sustainability commitments) processed from May 2016 – May 2017

LOOKING TO THE FUTURE

CUSTOMER RELATIONSHIP MANAGEMENT (CRM) /MASTER DATA MANAGEMENT (MDM)

The CRM/MDM initiative is the internal corollary to the Customer Profile suite of projects. The CRM/MDM will bring together data from the City's many internal systems, and present a consolidated history of the interactions, transactions and enquiries from each customer. Through a new automated workflow, enquiries and requests will be automatically routed to the responsible department, reducing or eliminating the need for routine staff involvement.

This transformational initiative is on track for a 2018 release.

PERFECTMIND PROGRAM FOR RECREATION REGISTRATION

Planned for implementation in the spring of 2018, this new system will offer easier, more intuitive recreation program registration for Richmond residents. Through its full integration with the customer profile and single sign-on projects, it will enable direct and secure communication with customers via email and text to let them know about cancellations, power outages, special events or instructor changes. The PerfectMind software development firm, based in the Lower Mainland, is working with a consortium of BC municipalities to tailor the software for our needs. The City of Richmond will be the first municipality in the region to launch it, in time for the opening of the new Minoru Centre for Active Living in 2018.

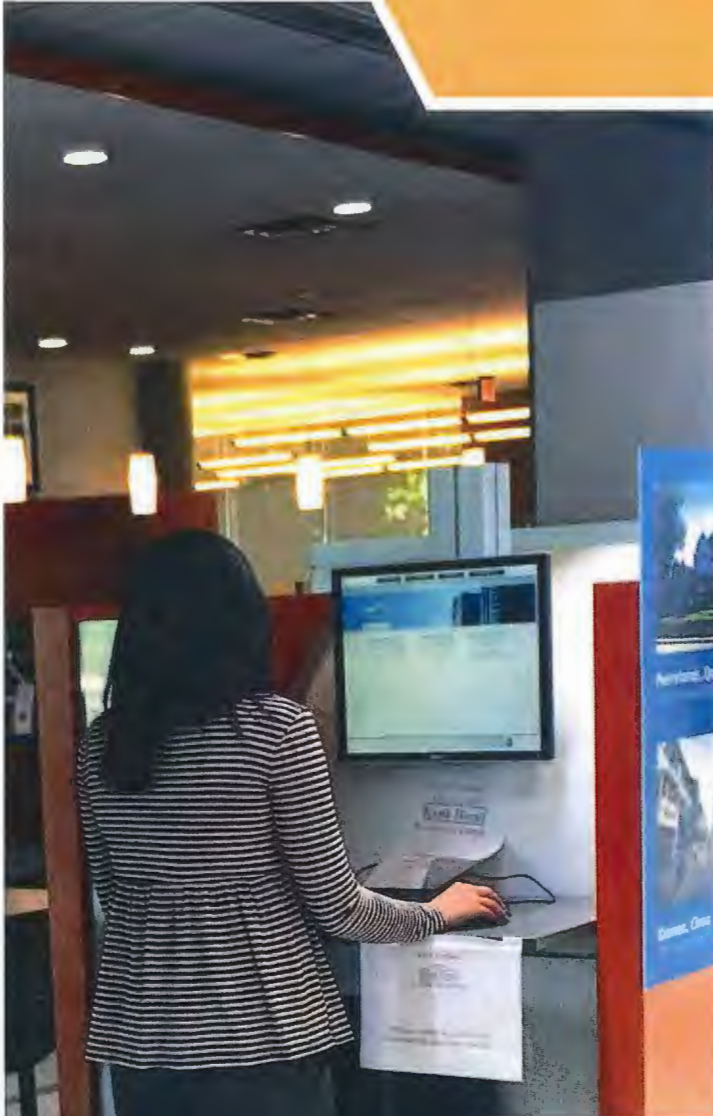


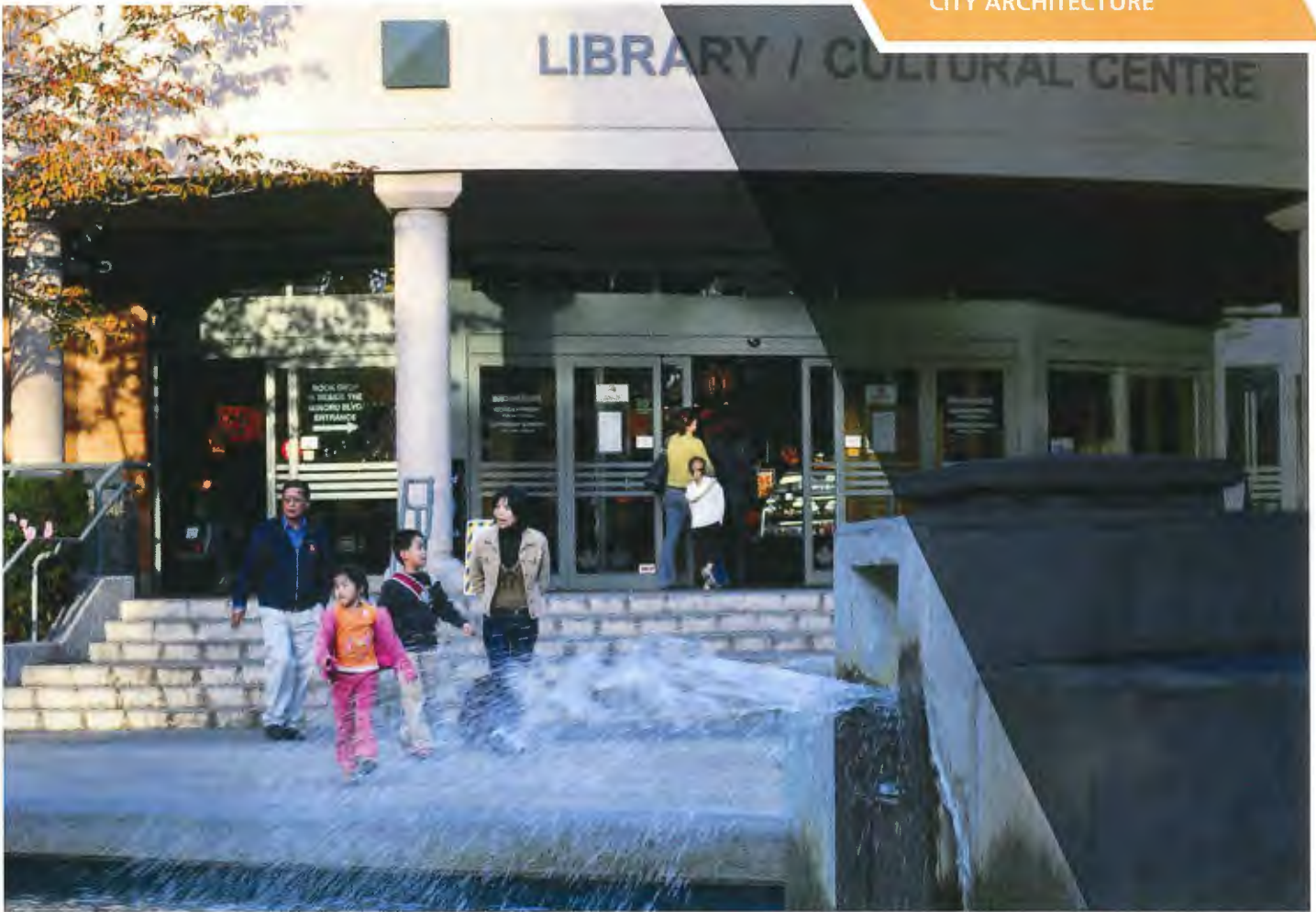
EXPANDING THE CONNECTED CITY ARCHITECTURE

BACKGROUND

Today's expectations of ready access to the Internet to communicate and conduct business are driving the expansion of the City of Richmond's connective architecture.

The two main areas of focus include the fibre optic cable network for speed and stability, and public Wi-Fi services at City-owned facilities.





PROJECTS COMPLETED

FIBRE OPTIC CONNECTIVITY

All public facilities and City-owned buildings are connected to the City's fibre optic cable network. This provides high speed, broadband services and enables important new capabilities such as video conferencing among different locations. It also paves the way to install public Wi-Fi at each location.

THIS YEAR'S PROGRESS AND HIGHLIGHTS

EXPANDING PUBLIC WI-FI ACCESS

The Public Wi-Fi project provides a fast and stable wireless connection for staff and the public at City Hall, fire halls, community centres, select heritage sites and a number of parks. Most facilities have now been completed.

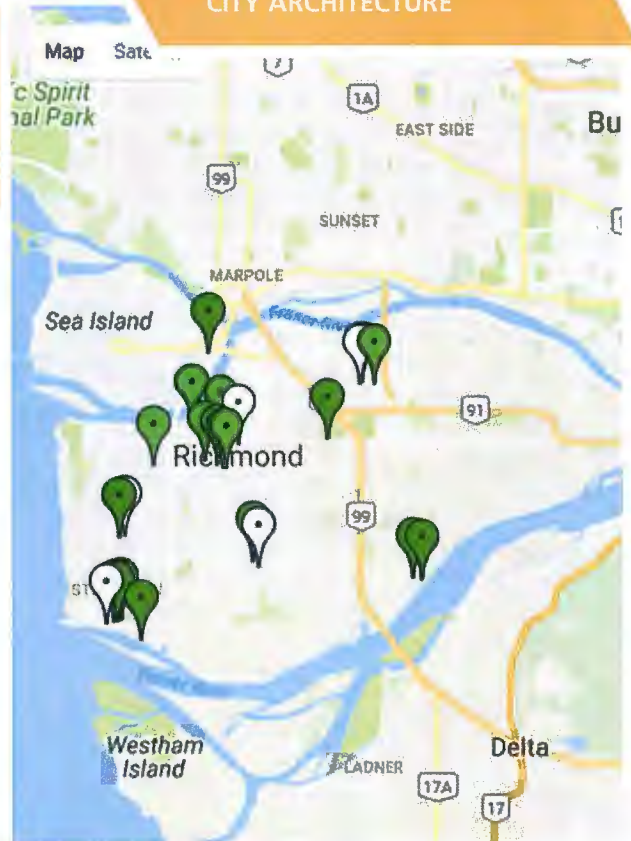
Over the past year Wi-Fi was installed at:

- Cambie Community Centre
- Minoru Park (Grandstand)
- Richmond Ice Centre
- Watermania
- East Richmond Community Hall
- Hamilton Community Centre

LOOKING TO THE FUTURE

CONTINUED WI-FI EXPANSION

Public Wi-Fi will soon be added to the Gateway Theatre. All new facilities, such as Minoru Centre for Active Living and Brighthouse Firehall #1, will open with Wi-Fi already enabled.



3

EXTENDING MOBILITY FOR STAFF

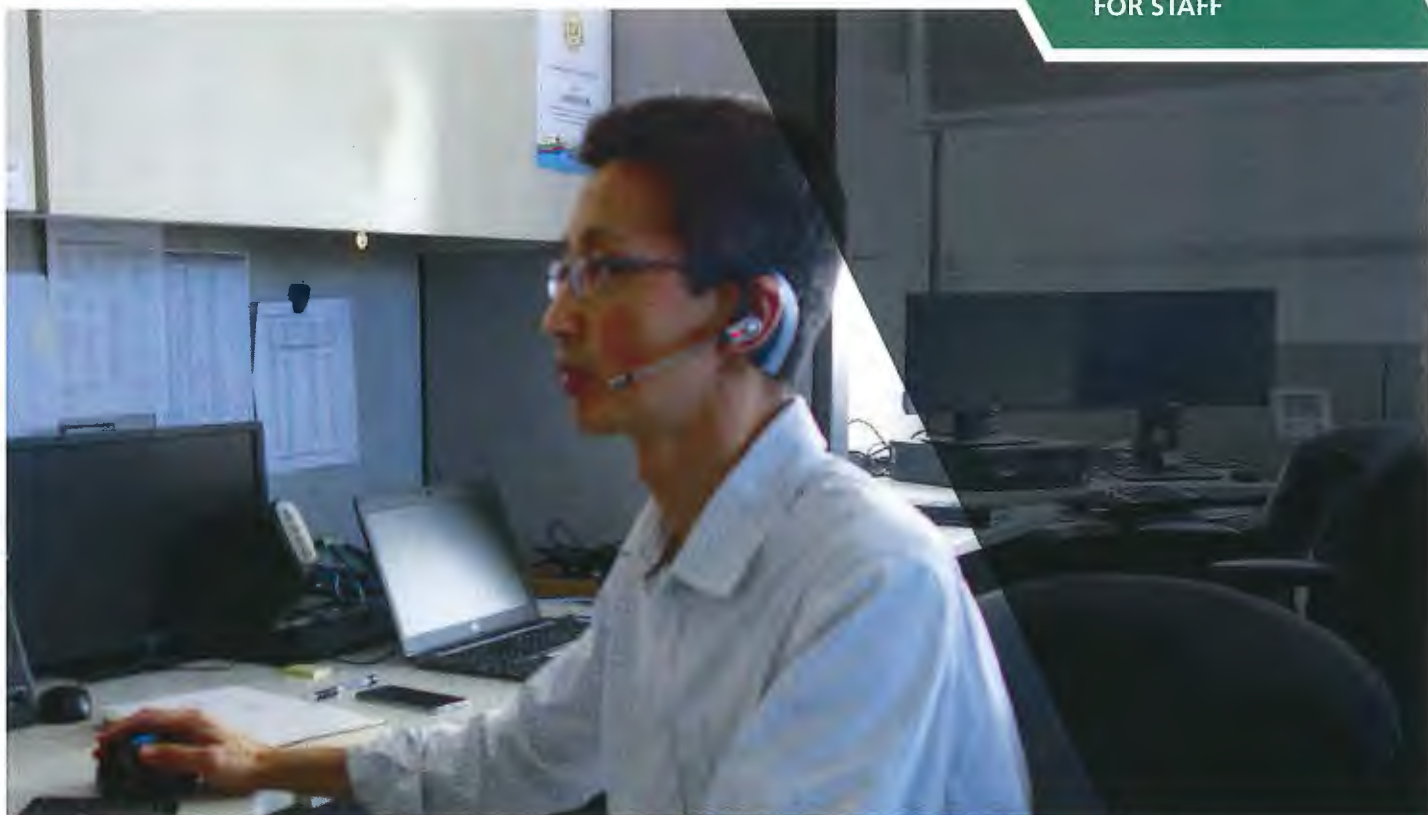
BACKGROUND

The City's digital strategy focuses on supporting and streamlining business processes through enhanced mobile technologies. For staff who work outside City offices, this focus is especially critical to the efficient and timely delivery of service to their customers. It also allows all staff to carry out routine HR tasks, resulting in time saved and timely access to key information.

The initial critical step to supporting the mobile strategy for staff involved significant work to develop the Digital Nervous Ecosystem (DNE)—or middleware layer—that permits connectivity among the City's many platforms and programs. (For details, see section 4: Integrating and Connecting City Infrastructure - page 16) Several projects were completed in 2016, and the stage is now set to implement further projects for a direct benefit to City of Richmond residents and staff.



3. EXTENDING MOBILITY FOR STAFF



PROJECTS COMPLETED

MY PAY/MY INFO EMPLOYEE SELF-SERVICE (PEOPLESFT HCM UPGRADE)

The City's HR system, PeopleSoft, was upgraded in 2016. This upgrade allowed employees to

- View their current and historical pay information
- Manage their T4/T4A consent
- View their current and historical T4/T4As

MOBILE DEVICES

A new agreement with TELUS Communications opened the door to extended mobile access for City staff members at a reduced cost. This agreement gave employees whose duties take them out of the office environment instant access to City systems and programs, increasing their productivity and improving customer satisfaction.

THIS YEAR'S PROGRESS & HIGHLIGHTS

CONTINUED ENHANCEMENTS TO MY PAY/MY INFO EMPLOYEE SELF-SERVICE (PEOPLESFT UPGRADE)

Since the upgrade in May of this year, training history can now be viewed by departments in PeopleSoft HCM, giving managers the ability to easily assess whether each employee's certifications and licenses are up-to-date. The upgrade also presents a more efficient interface that supports modern browsers, paving the way for secure external access – coming later this year.

MOBILE INSPECTIONS, DEVICES AND PRINTERS

Since April, building, plumbing and gas inspectors can now carry out inspections using their mobile devices, where they can view inspection job details, add their comments, digitally approve an inspection and generate a report that can be printed through their mobile printer or emailed directly to the client.

INTRANET ENHANCEMENTS

As a step toward Single Sign-On, the City of Richmond worked with a local design firm to create an intranet that supports modern browsers such as Chrome. At the same time the site design was updated to present a current, user-friendly interface.

LANDESK CUSTOMER PORTAL REDESIGN

The redesigned self-service portal (LANDesk) for IT4U – the City of Richmond's internal IT help desk – launched this summer. The new portal provides multiple channels to reach the help desk, speeding connection and response time. IT has also automated the provisioning of access and a standardized suite of City software to an employee's device. This is a time-saving development both for the service department and for staff – and an especially important enhancement for onboarding new City employees. Having IT equipment and software installed on their first day on the job, with the appropriate access levels approved by their manager, gives newcomers a great start.

RICHMOND INTERACTIVE MAP (RIM) UPGRADES FOR INTERNAL USE

Following last year's technology upgrade to the public view of RIM, the internal view for City staff has now been updated to the same standards of reliability and performance as the public view offers.

Internal layers provide staff with secure access to information such as:

- Engineering drawings associated with specific locations.
- Utility lines and features.
- Block Watch zones.

These types of data are limited to City staff for reasons of security, confidentiality, or where information is not managed by the City, such as the location of BC Hydro lines and other non-City utilities.

3. EXTENDING MOBILITY FOR STAFF

GG

The new system is clean and simple to use. It allows us to efficiently provide a higher quality report to our customers, while integrating seamlessly to our current process.

Jonathan Mearns

Building Inspector2,
Planning & Development

The system works great. I like receiving the inspection reports as digital files, which I can forward right away to the owner or the banks. It speeds things up.

Roger Verhoeven

Construction Manager,
Centro Properties Group

GG

LOOKING TO THE FUTURE

EMPLOYEE SECURE ACCESS AND SINGLE SIGN-ON

Coming in November, the Employee Self-Service project will give staff secure access to much of their personal information – to view pay advice and T4s, and update their profile or contact info – from any location, on any device, at any time. In the future Single Sign-on will allow employees to access as many of their programs and tools as possible with a single password.

DIGITAL COLLABORATION PLATFORM

With a workforce dispersed among offices, community centres, firehalls and field operations, the City needs channels that support communication from one-to-many or many-to-many. Webinar and video conferencing capabilities, when fully implemented, reduce travel, increase communication capacity, and decrease the time needed to roll out important information to employees. These features are now being tested at the City as a proof of concept.



INTEGRATING AND CONNECTING CITY INFRASTRUCTURE


BACKGROUND

Similar to the connections planned for and implemented around roadways, sewer and water pipes, the connections between various aspects of the City's digital infrastructure are vital to integrating the many services provided to residents and businesses through potentially disparate systems. Without this interconnection, both the City and the customer could find themselves entering common data multiple times and using multiple log-ins and passwords – a situation that isn't helpful for anyone.

In order to succeed in the strategy of having “one customer profile” for all of the various transactions and requests made by any Richmond resident or business person, it's necessary to have a strong, secure connection between the various systems that the City uses to conduct its business. This vital connection has been dubbed the Digital Nervous Ecosystem (DNE) and was the focus of plenty of work to implementing this over the past year.



4. INTEGRATING AND CONNECTING CITY INFRASTRUCTURE




drop-in spin class

Access Richmond.
Any time. Anywhere.
Get the app for your iPhone

Explore Activities City Services Wallet Pass

Download on the App Store | Add to Apple Wallet

Richmond



NEXT PICKUP
Tomorrow 7:00 AM

Access city services
with our new app.
Get the app for your iPhone

Explore Activities City Services Wallet Pass

Download on the App Store | Add to Apple Wallet

Richmond

PROJECTS COMPLETED

DIGITAL NERVOUS ECOSYSTEM (DNE)

Digital Nervous Ecosystem plays a key role

Over the past year, City staff have laid the foundation for this integration by planning and implementing the City's Digital Nervous Ecosystem, known in IT worlds as middleware. It's only by establishing this stable, secure foundation that the numerous other planned projects can be successful.

THIS YEAR'S PROGRESS & HIGHLIGHTS

INTEGRATING MOBILE APP WITH BUILDING INSPECTIONS

Implementing a new process involving technology is never as simple as it sounds. But when the staff affected by the process change are involved in designing and approving the new system, your chances of success are considerably higher. Which is what happened in February and March of this year when a new mobile app was rolled out for all City Building Inspectors.

The new app was part of taking the entire building inspection process – and now the plumbing and gas inspection systems as well – online, enabling inspectors to conduct and file completed reports from the building site itself. Not only does the new process and technology increase the timeliness of any approvals and reinspections required, it also offers customers options for receiving reports immediately via e-mail or hard copy, right from the inspection site.

INTEGRATING A PUBLIC WORKS WORK ORDER AND EMPLOYEE MANAGEMENT

In cases where an employee needs to be contacted about a work order placed about a specific property, this employee-specific info is available for use in a Work Order, allowing a notification to be sent directly to the employee's inbox.

INTEGRATING A PROPERTY ADDRESS WITH A PUBLIC WORKS WORK ORDER

Each time a new property address is registered with AMANDA – the property management system – the new registration will take effect immediately and enable staff to enter Work Orders and Asset entries without delay.

STREAMLINING BUDGET AND COST DATA FOR THE FINANCE AND WORK ORDER SYSTEMS

Data quality and efficiency in the Work Order process has been improved now that Work Order accounts can be validated in real-time against Finance's Chart of Accounts during the Work Order entry process. This improvement has also reduced the amount of duplication inherent in the process and eliminated the need for staff to access multiple systems, and navigate through multiple screens to view cost details.

Automated data transfer of payroll information this is part of an effort to free up staff time for other work by using a PeopleSoft HCM upgrade to reduce information input, duplication and errors. This new process for updating scheduling for certain departments allows staff to avoid manual input of the required information and was implemented in May 2017.

CUSTOMER PROFILE AND SINGLE SIGN-ON

The Customer Profile project launched in February on the RichmondBC mobile app, and was extended to the richmond.ca website this summer. This now permits customers to create a profile with username and password, and paves the way for single sign-on access to programs and services.

See more details about Customer Profile in section 1: Extending the Reach of City Online Services.



LOOKING TO THE FUTURE

With the successful completion of the Digital Nervous Ecosystem project last Fall, the ability to provide City customers with a secure and seamless single sign-on is now in place. Also possible will be the ability of various departments to begin amalgamating data collected across numerous City systems and conducting analyses to help improve service offerings and personalization. Further investigation into this capability will take place in the coming year and form an important focus of the digital strategy in years to come.

There are a number of projects to be implemented in the coming year that rely on this middleware including:

- **Registration and personalization of family recreational activities**

With the planned introduction of the PerfectMind system, residents across the City will be able to not only see a full list of recreational activities available to them, they will also be able to register directly for these activities from either their home computer or via a tablet or smart phone.

Planned for Spring 2018, this project involves staff as well as customers in a planning process designed to ensure user needs are identified early and satisfied. This new information will also be accessible through enhancements to the RichmondBC app to be released in Spring 2018 also.

For more details, see section 1: Extending the Reach of City Online Services.



Britannia Shipyards National Historic Site

5180 Westwater Dr, Richmond BC

604-238-8050



Information

Activities

Po

About

The Britannia Shipyards National Historic Site is an authentic representation of a once thriving community of canneries, boat yards, residences and stores.

A team of Richmond staff and dedicated volunteers work together to preserve and restore the shipyard's historic buildings as an active wooden boat yard and waterfront park. Tour the oldest shipyard building in British Columbia, and observe ongoing boat restoration projects as you experience a bygone time when shipbuilding and fishing were flourishing industries on the Fraser River.

The shipyard's buildings date back to 1885 and are a testament to the multi-ethnic residential history of the area. The collection of buildings has been designated a National Historic Site in

PROMOTING OPEN AND TRANSPARENT GOVERNMENT

BACKGROUND

Open and transparent government has become increasingly important world-wide. For municipalities, residents are especially focused on policy decisions that affect their lives, and on how their tax dollars are spent.

Technology enables all levels of government to be ever more open, engaged and transparent. Through online channels such as video, social media, virtual town halls and mobile apps, the public has multiple avenues to contribute ideas for community improvement or provide feedback on current initiatives. And these same channels give the municipality the means to listen and engage with their public on important issues before moving forward.

PROJECTS COMPLETED

COUNCIL MEETINGS VIDEO STREAMING

Since 2014, live video feeds have allowed remote viewing of Council and other important municipal meetings. These videos are also recorded and posted to richmond.ca for those who missed the live meeting.

ENHANCEMENTS TO RICHMOND INTERACTIVE MAP (RIM) FOR PUBLIC VIEW

The RIM public viewer was redesigned in 2016, using new technology that gives access to more than 100 layers of detailed technical and community information overlaid with aerial photography. The system is reliable, provides a quick response time, and is accessible from any device.

RICHMOND CHILD CARE FACILITIES FINDER

This helpful feature was added to RIM in 2015, addressing a top concern for Richmond residents. The Child Care Facilities finder displays a variety of registered child-minding facilities throughout Richmond in an easy-to-use layer of the RIM.



UTILITIES USAGE

The My Properties account provides a convenient way to view water use online at any time from any device. The Utility account offers a view of the account holder's water meter reading for the billing period, with the option to view it in graph or chart format. The information helps residents monitor their water use and spot leaks, while encouraging water conservation.

ECONOMIC DEVELOPMENT WEBSITE

The Economic Development microsite (www.businessinrichmond.ca) was relaunched in 2016 with an updated look-and-feel, responsive design for mobile use, current business information and social media integration.

This site provides Richmond businesses and those looking to locate in Richmond with seamless access to City Hall information and services designed to meet the needs of business clients and prospects. Access to the latest local business indicators and commercial facility search are unique interactive features available to businesses through the site.

RICHMOND ELECTION APP

Released in time to coincide with the 2014 municipal elections, the Richmond Election App was designed to provide electors with access to relevant election information on the go. Who can vote, where to vote and candidate profiles were all available online and most importantly, on election day the Richmond Election App provided real time election results to voters.

RCMP CRIME MAP

The Criminal Activity Map shows where recent property crimes have occurred in Richmond, over an adjustable time period. Launched in 2012, the interactive map displays residential break and enter (B&E), commercial B&E and auto thefts. Clickable location icons display date/time, location and point of entry for each crime, together with related prevention and home security tips.

This web application provides greater awareness about criminal activity in Richmond neighbourhoods and promotes measures residents can take to prevent property crime and auto-related thefts.

THIS YEAR'S PROGRESS AND HIGHLIGHTS

CONTINUED ENHANCEMENTS TO SOCIAL MEDIA STRATEGY

The City continues to build its relationship, credibility and trust with the public through its social media outreach. The main channels in use today are Facebook and Twitter, complemented by Instagram and YouTube. During the heavy snowfall events of the past winter, these channels proved useful and popular in updating Richmond residents on the plowing schedule and tips for staying safe. The result of these efforts has been a robust growth in engagement from the public.

WEBSITE ENHANCEMENTS

Website traffic on richmond.ca continues to grow, with the most popular content being the Recreation & Community Centres/Program Registration page. The site was recently updated with a user-friendly search feature as well as a focus on e-Services, to underscore the public's online access to many City services 24 hours a day, 7 days a week.

With the launch of the new Customer Profile capabilities this summer the site is becoming a truly modern web portal that can be personalized for Richmond residents and businesses.

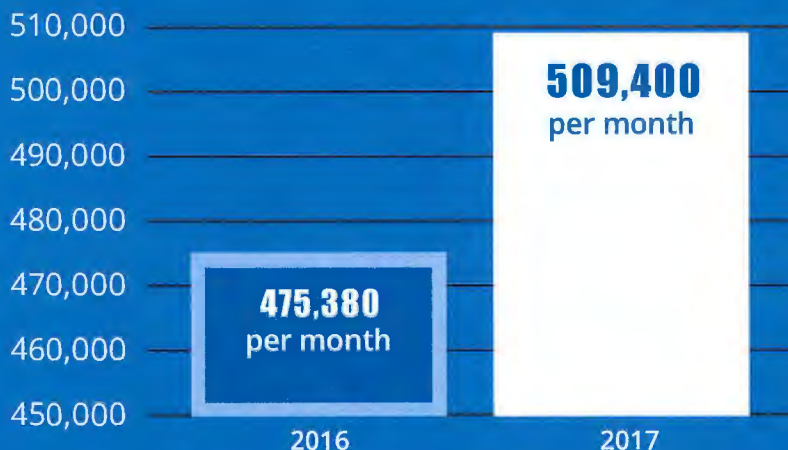
IMPLEMENTATION OF THE WORKSAFE BC CLAIMS MANAGEMENT SOFTWARE

This new program, released in June, replaces several labour-intensive processes needed to meet WorkSafe BC requirements for tracking and reporting workplace injuries. Incidents are now documented in the claims management software, with reports going directly to WorkSafe BC.

Fully integrated with PeopleSoft HCM, the program facilitates collaboration between management and HR to ensure an injured staff member is properly taken care of, and automated payroll adjustments take place following an incident.

Further compliance support includes post-incident reviews and workplace hazard inspections, which are logged in the system and easily searchable.

QUICK FACTS



Richmond.ca

Monthly visits rose 7%
between 2016 and 2017:



6 Minutes

Average length of time
per site visit



2.5 Pages

Average number of pages
viewed per visit

THIS YEAR'S PROGRESS AND HIGHLIGHTS

RICHMOND ARCHIVES WEB ENHANCEMENTS

The new archives database offers all-hours, everyday access to Richmond's rich collection of maps, photographs and textural items, increasing access for the public, Council and staff to Richmond's historic past and dynamic present.

The new site features more than 1,000 maps showing Richmond's development from a small fishing and farming community to a large modern city. Transportation buffs will especially enjoy the more than 5,000 newly digitized photographs from Ted Clark's vast collection of streetcars, trolley coaches, Interurban trams and trains.

The user-friendly search function lists popular topics, offers search tips, and allows the user to focus on specific media types such as maps, plans and images.

ENHANCEMENTS TO RICHMOND INTERACTIVE MAP (RIM)

Following last year's technology improvements to enhance ease-of-use and reliability for the public view of RIM, the 2013 set of aerial photos was replaced by an entire set of photos from 2016, providing a fully current view of Richmond homes, businesses, buildings, parks and roadways.

The internal view of RIM for City staff has now been updated to the same standards of reliability and performance as the public view offers. Internal layers provide staff with secure access to additional information such as:

- Engineering drawings associated with specific locations.
- Utility lines and features.
- Block Watch zones.

These types of data are limited to City staff for reasons of security, confidentiality, or where information is not managed by the City, such as the location of BC Hydro lines and other non-City utilities. The great majority of RIM content is accessible to all.





To:	General Purposes Committee	Date:	July 31, 2017
From:	Carli Edwards, P. Eng. Manager, Customer Services and Licencing	File:	12-8275-30-001/2017- Vol 01
Re:	Application to Amend Food-Primary Liquor Licence – China House Seafood Restaurant Inc. Doing Business As: China House Seafood Restaurant, Unit 1008-8300 Capstan Way		

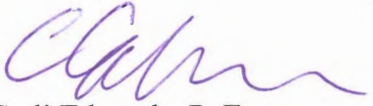
Staff Recommendation

1. That the application from China House Seafood Restaurant Inc., for an amendment to increase their hours of liquor service under Food Primary Liquor Licence No. 304813 **from** 9:00 a.m. to Midnight, Monday to Sunday **to** 9:00 a.m. to 2:00 a.m. Monday to Sunday, be supported and that a letter be sent to the Liquor Control and Licensing Branch advising that:

- a) Council supports the amendment for an increase in liquor service hours as the increase will not have a significant impact on the community;
- b) The total person capacity will remain the same at 188 persons;
- c) Council's comments on the prescribed criteria (set out in Section 53 of the Liquor Control and Licensing Regulations) are as follows:
 - i) The potential for additional noise and traffic in the area was considered;
 - ii) The impact on the community was assessed through a community consultation process; and
 - iii) Given that there has been no history of non-compliance with the operation, the amendment to permit extended hours of liquor service under the Food Primary Liquor Licence should not change the establishment such that it is operated contrary to its primary purpose;
- d) As the operation of a licenced establishment may affect nearby residents the City gathered the view of the residents as follows:
 - i) Property owners and businesses within a 50 meter radius of the subject property were contacted by letter detailing the application, providing instructions on how community comments or concerns could be submitted; and
 - ii) Signage was posted at the subject property and three public notices were published in a local newspaper. This signage and notice provided information on

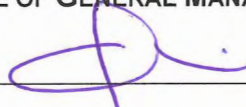


- d) Council's comments and recommendations respecting the view of the residents are as follows:

That based on the number of letters sent and the lack of response received from all public notifications, Council considers that the amendment is acceptable to the majority of the residents in the area and the community.



Carli Edwards, P. Eng.
Manager, Customer Services and Licencing
(604-276-4136)

Att. 4

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER	
	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 
APPROVED BY CAO	
	

Staff Report

Origin

The Provincial Liquor Control and Licensing Branch (LCLB) issues licences in accordance with the *Liquor Control and Licensing Act* (the Act) and the Regulations made pursuant to the Act.

This report deals with an application to the LCLB and the City of Richmond by, China House Seafood Restaurant Inc., doing business as China House Seafood Restaurant, (hereinafter referred to as China House), for the following amendment to its Food Primary Liquor Licence No. 304813:

To change the hours of liquor sales **from**, Monday to Sunday, 9:00 a.m. to Midnight; **to**: 9:00 a.m. to 2:00 a.m., Monday to Sunday.

The City of Richmond is given the opportunity to provide comments and recommendations to the LCLB with respect to liquor licence applications and amendments. For an amendment to a Food Primary Licence, the process requires the local government to provide comments with respect to the following criteria:

- the potential for noise,
- the impact on the community; and
- whether the amendment may result in the establishment being operated in a manner that is contrary to its primary purpose.

Analysis

The applicant commenced operating China House with an occupant load of 188 patrons in January of 2016 serving Chinese cuisine. All new Food-Primary Liquor Licence establishments are issued a liquor licence from the LCLB for service until midnight. Should the business wish to serve liquor past midnight, they must make a separate application to the LCLB for a change to their liquor licence. The application to change the liquor licence, requesting service past midnight, initiates a process to seek local government approval.

The property where China House is operating is zoned Auto-Oriented Commercial (CA) and the use of a restaurant is consistent with the permitted uses in this zoning district. The applicant's business is located on Capstan Way in a five building commercial complex, which is currently comprised of eighty-one businesses, nineteen of which are licenced as food service establishments.

The applicant's request for an increase in later liquor service hours is in order to better serve their clients and the community. The community of people now living in the neighborhood is vastly growing. The clientele are mostly younger adults that enjoy late night dining as well as clients who work late and attend their location after midnight for service. A number of restaurants in the area are already open later and China House wishes to have same level opportunity to better serve the public.

Summary of Application and Comments

The City's process for reviewing applications for liquor related licences is prescribed by the Development Application Fees Bylaw 8951 which under Section 1.8.1 calls for:

1.8.1 Every **applicant** seeking approval from the **City** in connection with:

- (a) a licence to serve liquor under the *Liquor Control and Licensing Act and Regulations*;
must proceed in accordance with subsection 1.8.2.

1.8.2 Pursuant to an application under subsection 1.8.1, every **applicant** must:

- (b) post and maintain on the subject property a clearly visible sign which indicates:
 - (i) type of licence or amendment application;
 - (ii) proposed person capacity;
 - (iii) type of entertainment (if application is for patron participation entertainment); and
 - (iv) proposed hours of liquor service; and
- (c) publish a notice in at least three consecutive editions of a newspaper that is distributed at least weekly in the area affected by the application, providing the same information required in subsection 1.8.2(b) above.

The required signage was posted on June 29, 2017 and three advertisements were published in the local newspaper on June 30, 2017, July 5, 2017 and July 7, 2017.

In addition to the advertised public notice requirements set out in Section 1.8.1, staff sent letters to businesses, residents and property owners within a 50 meter radius of the property. There are 696 properties identified within the consultation area. On June 27, 2017, letters were sent to 959 businesses, residents and property owners within the 50-metre radius of the property. The letter provided details of the proposed liquor licence application and requests the public to communicate any concerns to the City.

The period for comment for all public notifications' ended July 31, 2017.

The City relies, in part, on the response from the community to determine any negative impact of the liquor licence application. There were three responses received by the City and the responses were as follows:

1. Anonymous (Attachment 1);
2. Opposed to liquor establishment in area (Attachment 2);
3. Opposed to liquor establishment in area (Attachment 3).

The public were consulted by signage posted on property; three advertisements posted in the local paper and 959 letters mailed out to property owners within a 50 meter vicinity of this establishment. Through this process only three responses were received. Of these three, one of the responses was from an anonymous source and no clear message other than a “yes” and “no” written on a copy of the letter sent by the City and should not be considered due to this factor.

There were two responses received by the City in opposition to this application. The concerns of the two local residents relate to noise and commotions during the late evening and disturbing the tranquility of the neighbourhood. These concerns were not specific to the business and are unlikely to be mitigated even if this application were not to be supported.

Potential for Noise

Staff do not believe there would be any noticeable increase in noise if the additional hours of liquor service were supported.

Potential for Impact on the Community

Any typical potential impacts associated with extended hours of liquor sales such as drinking and driving, criminal activity and late-night traffic are not expected to be unduly increased with this amendment.

Potential to Operate Contrary to its Primary Purpose

There are no noted incidents of non-compliance issues related to the operation of this business and staff believe there would be minimal potential of the business being operated in a manner that would be contrary to its primary purpose as a food establishment.

Other Agency Comments

As part of the review process, staff requested comments from other agencies and departments such as Vancouver Coastal Health, Richmond RCMP Richmond Fire-Rescue, Building Approvals and Business Licence Department. These agencies and departments generally provide comments on the compliance history of the applicant’s operations and premises. No issues or concerns were raised by any of the agencies or departments on this application.

The Richmond RCMP were consulted for any issues with this application. The Richmond RCMP did not provide any comments and no issues or concerns were raised.

It is staff’s recommendation that these concerns are mitigated by the operator following the terms and conditions of the Liquor Control and Licensing Branch and staff have no reason to believe otherwise. Having received only two objections from the 959 letters sent, posted signage and three advertisements in the local newspaper, staff feel that support of this application is warranted.

Financial Impact

None.

Conclusion

Following the public consultation period, staff reviewed the Food Primary Liquor Licence application against the LCLB review criteria and recommends Council support the application to increase liquor service operating hours to 2:00 a.m. as the business is not expected to have a negative impact on the community.



Victor M. Duarte
Supervisor Business Licence
(604-276-4389)

VMD:vmd

- Att. 1: Anonymous Letter 1
2: Opposed Letter 1
3: Opposed Letter 2
4: Arial Map with 50 meter buffer area



City of
Richmond

Attachment 1

6911 No. 3 Road,
Richmond, BC V6Y 2C1
www.richmond.ca

June 27, 2017

Community Safety Department
Business Licences
Telephone: 604-276-4328
Fax: 604-276-4157
Email: BusLic@richmond.ca

Dear Property/ Occupant:

Re: Notice of Liquor Licence Amendment Application in Your Neighbourhood

This notice serves to advise you of an application received by the Liquor Control and Licensing Branch and by the City of Richmond for a liquor licence amendment in your neighbourhood.

An application has been received from: **China House Seafood Restaurant Inc** doing business as; **China House Seafood Restaurant**, operating from premises located at **1008-8300 Capstan Way, Richmond, BC**.

The intent of the application is to propose a change of hours of liquor service for:

*Food Primary Liquor Licence # 304813;
From: 9:00-AM-to-Midnight, Monday-to-Sunday;
To: 9:00 AM to 2:00 AM, Monday to Sunday;*

The seating capacity will remain at 188 persons.

You are receiving this notice because you own property, own a business, or reside near the establishment that is applying for a change to their liquor licence.

A copy of this application may be viewed Mondays to Fridays from 8:15 am to 5:00 pm at Richmond City Hall, 6911 No. 3 Road. You may comment on this application by writing to:

CITY OF RICHMOND
BUSINESS LICENCES
LIQUOR LICENCE APPLICATIONS
6911 NO. 3 Rd
RICHMOND BC V6Y 2C1

To ensure the consideration of your views, your letter must be received on or before, **July 27, 2017**. Your name and address must be included on your letter.

Petitions will not be considered in the review process.

Please note that your comments may be made available to the applicant where disclosure is necessary to administer the licensing process.

If you have further questions on this matter, please contact me at 604-276-4389.

Yours truly,


Victor Duarte
Supervisor, Business Licences

VMD:vmd

William Ho
505-8633 Capstan Way
Richmond, BC
V6X 0N5
hoomingho@gmail.com

July 7, 2017

Attachment 2

City of Richmond
Business Licences
Liquor Licence Applications
6911 No. 3 Road
Richmond BC, V6Y 2C1

Attn: Victor Duarte, Supervisor Business Licence

Dear Sir,

Re: Notice of Liquor Licence Amendment Application in Your Neighbourhood


I am writing in response to your letter dated June 27, 2017 regarding the application for change of liquor licence by China House Seafood Restaurant Inc which requests to extend their hours of liquor service from **12:00am to 2:00am.**

As a resident of **8633 Capstan Way, Richmond BC**, I reside directly across the restaurant and have consistently endured noises and commotion during the late evenings. Furthermore, the area is often a stop for coaches and buses that routinely drop off tourists to dine at this establishment; this generates even more racket during the times when my family wishes to go to bed.

Ultimately, I do not wish for the application to go through as this may further promote the loud noises that already exists in the neighborhood.

I hope you will take this letter into serious consideration when reviewing the application and administering the licensing process for China House Seafood Restaurant.

Yours truly,


William Ho

Attachment 3

City of Richmond

Resident

Business Licences

8333 Sweet Avenue

Liquor Licence Applications

Richmond, B C

6911 No. 3 Road

V6X 0P4

Richmond,

V6Y 2C1

July 3, 2017

Dear Sir,

Re: Notice of Liquor Licence Amendment Application in Your Neighbourhood

I am against the application from China House Seafood Restaurant Inc to extend

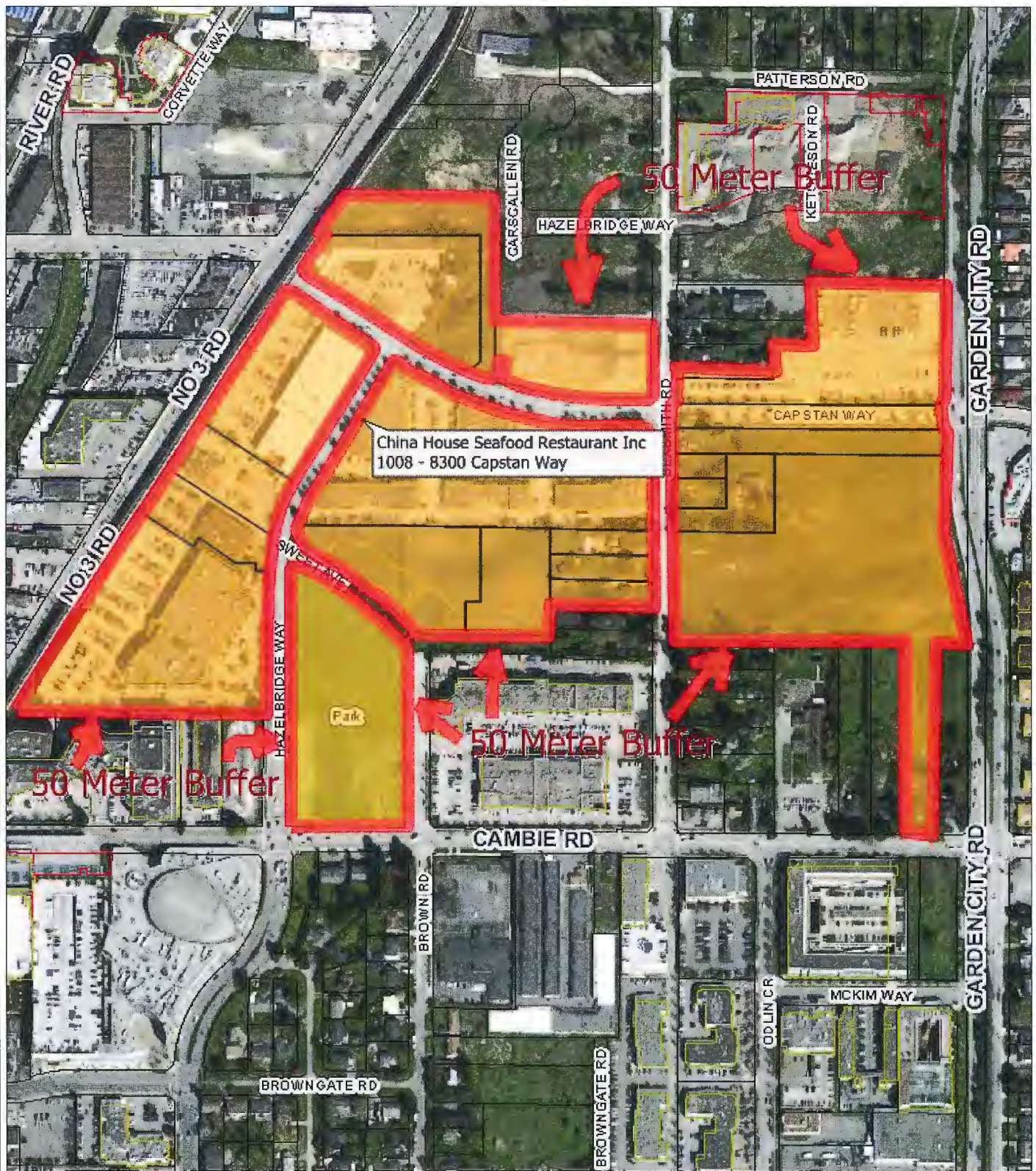
The business hours from midnight to 2:00 AM because this would disturb the

Tranquility of the area during the sleeping hours.

Yours truly,

A handwritten signature in black ink, appearing to read 'C. King', written in a cursive style.

City of Richmond Interactive Map



209.6 0 104.80 209.6 Meters

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

© City of Richmond

THIS MAP IS NOT TO BE USED FOR NAVIGATION



City of Richmond

Report to Committee

To: General Purposes Committee
From: Carli Edwards, P.Eng.
Manager, Customer Services and Licencing
Re: Policy for Language on Signs

Date: August 10, 2017
File: 01-0005-00/Vol 01

Staff Recommendation

That the new Council Policy titled "Language on Regulated Signs", which encourages the cooperative use of the English language on all regulated signage, be approved.

Carli Edwards, P.Eng.
Manager, Customer Services and Licencing
(604-276-4136)

Att. 1

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Community Bylaws Policy & Procedure Subcommittee	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: CJ	APPROVED BY CAO

Staff Report

Origin

At the Council meeting on June 12, 2016, Council adopted the following resolution:

That staff propose policy options encouraging the cooperative use of the English language on all signage, including an analysis of the current policy and report back.

This report introduces a written policy to formalize and reinforce the practice of encouraging the inclusion of wording that is at least 50 percent English on all types of signs regulated by the City of Richmond.

Findings of Fact

On July 10, 2017, Council adopted the Sign Regulation Bylaw. The new bylaw modernizes regulations related to signage, addresses a variety of concerns related to clutter and visual pollution and provides enhanced education and enforcement tools. As part of the approval process, City staff were also directed to further study and report back on policy options to encourage the use of English on signs.

Analysis

The current practice regarding language on signs is a result of Council direction given in October 2014 that:

As a priority, staff consult with the sign owners to encourage more use of English language on their signs.

Since this time, staff who review permit applications and enforce sign and business bylaws have been encouraging the inclusion of a minimum of 50 percent of English content on all business signs. Despite the fact that there has never been a bylaw requirement or written policy related to the use of language on signage, this educational approach has led to 100 percent compliance for business signage in Richmond.

Sign Permits

Historically, the City of Richmond receives approximately 300 sign permit applications per year. However, this has been increasing since 2015. In 2016, 468 applications were received and 325 have already been received in the first half of 2017. This number is expected to further increase with the adoption of the new Sign Regulation Bylaw which includes requirements for additional sign types to obtain permits (i.e. window signs and construction signs). As part of the sign permit process, staff have been able to educate applicants to include English on business signs.

Complaints related to Signs

While the City continues to receive inquiries and complaints, the types of inquiries are changing from predominately language related to “nuisance” related. All complaints have been reviewed and addressed in a timely manner. The City received:

- 110 sign complaints in 2015;
- 178 sign complaints in 2016; and
- 308 sign complaints in the first half of 2017.

The largest increase in complaints has been related to real estate signs and signs on City property. In many cases, complaints received about language on signs are also related to signs that are prohibited in the bylaw. For example, the Sign Regulation Bylaw does not permit most types of portable signs. If a complaint is received about a portable sign that does not contain English, the enforcement officer will ask for the sign to be removed, and take the opportunity to educate the business on both the bylaw and reasons for including English. In most cases, the approach to these complaints is to first request voluntary compliance and then to issue tickets for non-compliance with the bylaw. This approach has proven effective achieving compliance.

Policy Options

Option 1: Status Quo

The current policy is to rely on Council's direction to staff to encourage and educate businesses to include English language on regulated signs. The concern with continuing this approach is that the practice is not documented or formalized.

Option 2: Written Policy (**Recommended**)

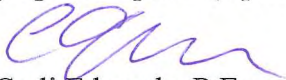
Moving forward, it is recommended that this policy be formalized in writing to ensure that the practice remains in place over time, as staff and organizational changes occur. The approval of the proposed policy will strengthen the City's position to encourage the inclusion of a minimum of 50 percent English on business signage.

Financial Impact

None.

Conclusion

To date, the educational approach to encouraging the use of 50 percent English on signs regulated by the City of Richmond has been 100 percent effective for all business signs. The proposed option (Option 2: Written Policy) further strengthens this approach.



Carli Edwards, P.Eng.
Manager, Customer Services and Licencing
(604-276-4136)

Att. 1: Proposed Language on Regulated Signs policy



POLICY <POLICY NO.> :

Staff have been working with businesses to promote the use of English on signage since October 2014, and have successfully encouraged the business community to include English on signage to promote community harmony. These practices are being formalized in this Council policy that:

1. Richmond is one of the most culturally diverse cities in Canada. Consequently, the City supports the intercultural vision “to be the most welcoming, inclusive and harmonious community” in the country.
2. The City will take a proactive educational approach to encourage the inclusion of wording that is at least 50 percent in the English language in all types of signage regulated by the City of Richmond.



City of Richmond

Report to Committee

To:	General Purposes Committee	Date:	August 14, 2017
From:	Carli Edwards, P.Eng. Manager, Customer Services and Licencing	File:	12-8275-30-001/2017- Vol 01
Re:	Application to Amend Food-Primary Liquor Licence and to Add Patron Participation Endorsement - The Canadian Brew House (Richmond) Ltd. Doing Business As: The Canadian Brewhouse & Grill, 4755 McClelland Road		

Staff Recommendation

1. That the application from The Canadian Brew House (Richmond) Ltd., doing business as The Canadian Brewhouse & Grill, for an amendment to increase their hours of liquor service under Food Primary Liquor Licence No. 307407 **from** 9:00 a.m. to Midnight, Monday to Sunday; **to** 9:00 a.m. to 2:00 a.m. Monday to Sunday and a request to add Patron Participation Endorsement, be supported and that a letter be sent to the Liquor Control and Licensing Branch advising that:
 - a) Council supports the amendment for an increase in liquor service hours;
 - b) Council supports the request for a food-primary patron participation entertainment endorsement to midnight as these amendments will not have a significant impact on the community;
 - c) The total person capacity will remain the same at 246 persons indoor and 38 persons for the outdoor patio;
 - d) Council's comments on the prescribed criteria (set out in section 53 of the Liquor Control and Licensing Regulations) are as follows:
 - i) The potential for additional noise and traffic in the area was considered;
 - ii) The impact on the community was assessed through a community consultation process; and
 - iii) Given that there has been no history of non-compliance with the operation, the amendment to permit extended hours of liquor service and patron participation entertainment endorsement, under the Food Primary Liquor Licence, should not change the establishment such that it is operated contrary to its primary purpose;

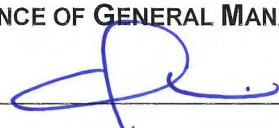

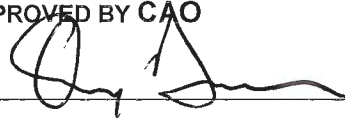
- e) As the operation of a licenced establishment may affect nearby residents the City gathered the view of the residents as follows:
- i) Property owners and businesses within a 50 meter radius of the subject property were contacted by letter detailing the application, providing instructions on how community comments or concerns could be submitted; and
 - ii) Signage was posted at the subject property and three public notices were published in a local newspaper. This signage and notice provided information on the application and instructions on how community comments or concerns could be submitted; and
- f) Council's comments and recommendations respecting the views of the residents are as follows:

That based on the number of letters sent and only one response received from all public notifications, Council considers that the amendments are acceptable to the majority of the residents in the area and the community.



Carli Edwards, P.Eng.
Manager, Customer Services and Licencing
(604-276-4136)

Att. 2

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER 	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 
APPROVED BY CAO 	

Staff Report

Origin

The Provincial Liquor Control and Licensing Branch (LCLB) issues licences in accordance with the *Liquor Control and Licensing Act* (the Act) and the Regulations made pursuant to the Act.

This report deals with an application to the LCLB and the City of Richmond by, The Canadian Brew House (Richmond) Ltd., doing business as The Canadian Brewhouse & Grill, (hereinafter referred to as The Canadian Brewhouse & Grill), for the following amendment to its Food Primary Liquor Licence No. 307407:

- To change the hours of liquor sales **from**, Monday to Sunday, 9:00 a.m. to Midnight; **to**: 9:00 a.m. to 2:00 a.m., Monday to Sunday; and
- To add patron participation entertainment endorsement, to end by Midnight.

The City of Richmond is given the opportunity to provide comments and recommendations to the LCLB with respect to liquor licence applications and amendments. For an amendment to a Food Primary Licence, the process requires the local government to provide comments with respect to the following criteria:

- the potential for noise;
- the impact on the community; and
- whether the amendment may result in the establishment being operated in a manner that is contrary to its primary purpose.

Analysis

The applicant commenced operating The Canadian Brewhouse & Grill in May 2017, with a total person capacity of 246 (interior) and 38 (exterior patio) for a total of 284 persons, as a sports themed Canadian restaurant. All new Food-Primary Liquor Licence establishments are issued a liquor licence from the LCLB for service until midnight. Should the business wish to serve liquor past midnight, they must make a separate application to the LCLB for a change to their liquor licence. The application to change the liquor licence, requesting service past midnight, initiates a process to seek local government approval.

The property where The Canadian Brewhouse is operating, is zoned Neighbourhood Commercial (ZC32) – West Cambie Area and the use of a restaurant is consistent with the permitted uses in this zoning district. The applicant's business is located on McClelland Road in a six building commercial complex, between McClelland Road to the East and Garden City Road to the West, Alderbridge Way to the South and Alexandra Rd to the North. This newly developed property is currently comprised of 19 businesses, eight of which are licenced as restaurants.

The applicant's request for an increase in later liquor service hours is to better serve their clients and the community. The 2:00 a.m. closing is the standard time that all their locations offer in every other province. This maintains continuity within their organization. The Canadian Brewhouse & Grill, being a sports-themed restaurant, provides viewing for different sports

broadcasted from around the world, including broadcasts of games or matches that go beyond midnight.

The Canadian Brewhouse & Grill would also like to request a patron participation entertainment endorsement on the liquor licence to extend the opportunity for their patrons to enjoy a number of entertainment options such as dancing, DJ music and karaoke.

Summary of Application and Comments

The City's process for reviewing applications for liquor related licences is prescribed by the Development Application Fees Bylaw 8951 which under Section 1.8.1 calls for:

1.8.1 Every **applicant** seeking approval from the **City** in connection with:

- (a) a licence to serve liquor under the *Liquor Control and Licensing Act and Regulations*;
must proceed in accordance with subsection 1.8.2.

1.8.2 Pursuant to an application under subsection 1.8.1, every **applicant** must:

- (b) post and maintain on the subject property a clearly visible sign which indicates:
 - (i) type of licence or amendment application;
 - (ii) proposed person capacity;
 - (iii) type of entertainment (if application is for patron participation entertainment); and
 - (iv) proposed hours of liquor service; and
- (c) publish a notice in at least three consecutive editions of a newspaper that is distributed at least weekly in the area affected by the application, providing the same information required in subsection 1.8.2(b) above.

The required signage was posted on July 12, 2017 and three advertisements were published in the local newspaper on July 12, 2017, July 14, 2017 and July 19, 2017.

In addition to the advertised public notice requirements, set out in Section 1.8.1, staff sent letters to businesses, residents and property owners within a 50 meter radius of the property. There are 560 properties identified within the consultation area. On June 23, 2017, letters were sent to 637 businesses, residents and property owners within the 50-metre radius of the property. The letter provided details of the proposed liquor licence application and requests the public to communicate any concerns to the City. The period for comment for all public notifications' ended August 11, 2017.

Potential for Noise

Staff do not believe there would be any noticeable increase in noise if the additional hours of liquor service were supported.

Potential for Impact on the Community

The City relies, in part, on the response from the community to determine any negative impact of the liquor licence application. There was one response received by the City on this application:

1. Opposed to liquor establishment in area (Attachment 1).

The one response received by the City on this application was not totally opposed to the extended hours but feels the business should pay a cost for police services after 11:00 p.m. to minimize the noise in the area. The responder also mentioned concerns with smoking issues and speeding and noisy vehicles in the area. These concerns cannot be attributed specifically to this business and are unlikely to be mitigated even if this application were not to be supported.

It is staff's recommendation that these concerns are mitigated by the operator following the terms and conditions of the Liquor Control and Licensing Branch and staff have no reason to believe otherwise. Having received only one objection from the 637 letters sent, posted signage and three advertisements in the local newspaper, staff feel that support of this application is warranted.

Potential to Operate Contrary to its Primary Purpose

There are no noted incidents of non-compliance issues related to the operation of this business and staff believe there would be minimal potential of the business being operated in a manner that would be contrary to its primary purpose as a food establishment.

Other Agency Comments

As part of the review process, staff requested comments from other agencies and departments such as Vancouver Coastal Health, Richmond RCMP, Richmond Fire-Rescue, Building Approvals and Business Licence Department. These agencies and departments generally provide comments on the compliance history of the applicant's operations and premises. Vancouver Coastal Health provided comment that the applicant, premises and operator are required to ensure loud sounds or noise emanating from the premises due to patron participation is in accordance with the City of Richmond's Noise Regulation Bylaw No 8856. The applicant has been advised and ensures their General Manager will be informed of their obligation and will be aware and compliant. No issues or concerns were raised by any of the other agencies or departments on this application.

Financial Impact

None.

Conclusion

Following the public consultation period, staff reviewed the Food Primary Liquor Licence application against the LCLB review criteria and recommends Council support the application to increase liquor service operating hours to 2:00 a.m. and permit the patron participation entertainment endorsement as the business is not expected to have a negative impact on the community.

For 

Victor M. Duarte
Supervisor Business Licence
(604-276-4389)

VMD:vmd

- Att. 1: opposed email – Attachment 1
- 2: Arial Map with 50 meter buffer area

Duarte,Victor

From: Ken Waldman <kwaldman@shaw.ca>
Sent: July 10, 2017 11:29
To: Duarte,Victor
Subject: Liquor Licence Amendment Application - The Canadian Brew House (Richmond) Ltd.

July 10, 2017

City of Richmond
 Business Licences
 Liquor Licence Applications
 6911 No. 3 Rd.
 Richmond, BC
 V6Y 2C1

I received a notice dated June 23, 2017 that The Canadian Brewhouse & Grill has applied to extend their hours of operation from a closing at midnight to 2:00 AM Monday to Sunday. I have a few concerns about the extended hours and in each case will suggest a solution to the issues identified.

I live at 225-9399 Alexandra Road, Richmond, BC V6X 0L7 and have a corner unit directly opposite the mall on Alexandra Road.

Three issues have arisen since the Canadian Brewhouse & Grill opened for business a few months ago.

1. Noise levels of patrons leaving the pub at the current closing time.
2. Smoking on the street from patrons.
3. The noise from vehicles leaving the mall onto Alexandra and using the street as a race track.

Noise levels	Patrons leaving the pub after or at midnight are very loud as they walk along Alexandra Road. There are a lot of condominiums in the area and patrons [some seem much younger than 19 years of age seem to be a little 'tipsy' and loud.	If the permit is allowed then as a condition have the pub pay for increased police surveillance on the residential streets of Alexandra Road, Tomicki, and Odlin from Garden City to No. 4 Road particularly on weekends. This should be a cost paid for any establishments open after 11:00 PM.
Smoking in residential areas	The odour from the significant cigarettes; seems that people who drink smoke a lot. All the cigarettes are either butted on the ground [causing an environmental hazard as well as being unsightly]; are thrown 'hot' onto the dry grass or into the flower beds where there is bark mulch etc. [causing a significant fire hazard]. In addition vehicles are being driven and hot cigarettes are being thrown out of the vehicles. I recently spoke with a Richmond Fire Fighter who told me in	If the permit is allowed then Richmond MUST initiate a 'smoke free zone' on the residential streets around the mall [24/7] from Alderbridge to Odlin and from Garden City to No. 4 Road covering all the residential areas and the Mall itself. The City Smoking bylaws and WorkSafeBC regulations of no smoking within 6 metre of an entry or air intake or in a covered area such as the Walmart parking and restaurants with patios is simply not being enforced. The enforcement and issuing of tickets for those caught can be enforced by bylaw officers and the Police surveillance outlined under noise levels.

	the past few weeks they have had 2 calls for fires from lit cigarettes in the area.	
Speeding and noisy vehicles [particularly on Alexandra Road]	Vehicles come out of the Mall, generally after midnight to about 12:30 AN at excessive speeds and noise not only is a noise disturbance but a safety hazard as someone will be killed sooner or later.	This needs enforcement during the day but after closing for sure. With 2 additional hours the problems noted in all 3 issues will grow and get worse without some regulation [no smoking in the area] and increased police presence.

With respect to the smoking Richmond has said they support a 'Green and Clean' approach to our environment. Cigarette smoke and 'vapes' are causing a significant load on Richmond's carbon footprint but our council has to date chosen to ignore the problem

This is an opportunity to begin the process and if done the application could be accepted.

Ken Waldman
225-9399 Alexandra Road
Richmond, BC
V6X 0L7

City of Richmond Interactive Map



628.8 0 314.40 628.8 Meters

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City of Richmond

Report to Committee

To: General Purposes Committee **Date:** July 26, 2017
From: Carli Edwards, P.Eng.
Manager, Customer Services and Licencing **File:** 12-8275-01/2017-Vol
01
Re: **Business Regulation Bylaw No. 7538, Amendment Bylaw No 9743**
8181 Cambie Rd Unit 1000

Staff Recommendation

That Business Regulation Bylaw No. 7538, Amendment Bylaw No. 9743 which amends Schedule A of Bylaw No. 7538, to remove the address of 7951 Alderbridge Way Unit 140 and replace with the address at 8181 Cambie Rd Unit 1000 among the sites that permit an Amusement Centre to operate, to permit the business Espot to relocate, be given first second and third readings.

Carli Edwards, P.Eng.
Manager, Customer Services and Licencing
(604-276-4136)

Att. 1

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Law	<input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO

Staff Report

Origin

One of the categories of regulated businesses in Richmond is Amusement Centre which contain Amusement Machines, defined in the Business Regulation Bylaw No. 7538 as:

A machine on which mechanical, electrical, automatic or computerized games are played for amusement or entertainment, and for which a coin or token must be inserted or a fee charged for use, and includes machines used for the purposes of gambling.

The Business Regulation Bylaw No. 7538 restricts a business from operating with more than four amusement machines unless the location is listed in Schedule A of the bylaw.

This report deals with an application received from Esport Entertainment Inc., (hereinafter referred to as Esport) to operate a 26 table Pool Hall and an Amusement Centre with a 132 machines from premises situated at 8181 Cambie Road Unit 1000. This premises is not listed as an approved address on Schedule A which permits more than four amusement machines.

Esport formerly operated at 7951 Alderbridge Way Unit 140. Esport has operated a Pool Hall and Amusement Centre from this location since October of 2000, but under the current ownership since November of 2009.

Analysis

Amusement Centre regulations and definitions cover different types of amusement machines such as 3D virtual reality computerized games, computer games in the Internet Café and the traditional Arcades. Amusement Centres are a regulated business because of their potential to impact the community, including their historic role of potentially attracting criminal activity. The City has imposed regulations to minimize this risk including restricted operating hours, prohibition on children under 15 to be present during school hours and rules prohibiting gambling, fighting, consumption of alcohol, etc. These businesses may be inspected from time to time to ensure regulatory compliance of the regulations.

Esport has received one Municipal Ticket Information (MTI) under the current owner in 2011 for operating outside permitted hours. City of Richmond received the following information from Cst. WIRTH, of the Richmond R.C.M.P.

- *Cst Wirth of Richmond RCMP attended on March 27, 2011 at 2:26 am and issued MTI M 52526 for operating outside permitted hours, 1 hour and 26 minutes past closing. RCMP File # 2011-51*

The fine of \$100.00 was paid on April 12, 2011 and there has not been any further violations observed since this incident.

The location the applicant is intending to operate is zoned Hotel Commercial (ZC1) – Aberdeen Village (City Centre), which permits among other uses, Amusement Centre. The unit is situated on the ground floor of a multi-level commercial building. This zone provides for hotel and other

compatible uses. There are currently forty nine commercial businesses operating on this property. Businesses range from various permitted uses such as: education, commercial; recreation, indoor; liquor primary establishment; office; restaurant; retail, general and amusement centre. This property is situated at the corner of No 3 Road and Cambie Road, (Attachment1)

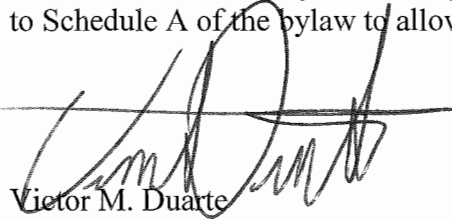
RCMP Police were contacted and have responded that they have no concerns with this application. In addition to the bylaw amendment, the applicant will be required to ensure that the premises meets all building, health and fire codes before a Business Licence would be issued.

Financial Impact

None

Conclusion

Amusement Centres are regulated under the City's Business Regulation Bylaw No. 7538 and staff are recommending that the applicant's request for 8181 Cambie Road Unit 1000, be added to Schedule A of the bylaw to allow more than four amusement machines to be operated.

A handwritten signature in black ink, appearing to read 'Victor M. Duarte', is written over a horizontal line.

Victor M. Duarte
Supervisor Business Licence
(604-276-4389)

VMD:vmd

Att. 1: Aerial View Map

City of Richmond Interactive Map



52.4 0 26.20 52.4 Meters

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**Business Regulation Bylaw No. 7538
Amendment Bylaw No. 9743**

The Council of the City of Richmond enacts as follows:

1. That Business Regulation Bylaw No. 7538, as amended, is further amended by removing the following address in Schedule A item 1.

Civic Address	Civic Number	Original Bylaw Reference
1. Alderbridge Way	7951 Unit 140	7147

And adding the following in Schedule A item 1.

Civic Address	Civic Number	Original Bylaw Reference
1. Cambie Road	8181 Unit 1000	9743

2. This Bylaw is cited as “**Business Regulation Bylaw No.7538, Amendment Bylaw No. 9743**”.



FIRST READING

SECOND READING

THIRD READING

LEGAL REQUIREMENTS SATISFIED

ADOPTED

CITY OF RICHMOND
APPROVED for content by originating dept. 
APPROVED for legality by Solicitor 

MAYOR

CORPORATE OFFICER